



Community Development Department

RENAISSANCE ZONE AUTHORITY MEETING AGENDA November 12, 2009

City-County Office Building	3:30 p.m.	Second Floor Conference Room
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1. **Call to Order and Introductions**
2. **Approval of Minutes**
 - A. Regular meeting of October 14, 2009
 - B. Special meeting of October 21, 2009
3. **CORE Incentive Programs Project**
 - A. Request of SRSSM Partnership for assistance from the Façade and Signage grant, a CORE Incentive Program, for façade improvements. The property is owned by Montana Dakota Utilities and is legally described as Lots 7-12, Block 60, Original Plat.
 - B. Request of SRSSM Partnership for assistance from the Façade and Signage grant, a CORE Incentive Program, for signage and awnings. The property is owned by Montana Dakota Utilities and is legally described as Lots 7-12, Block 60, Original Plat.
4. **Renaissance Zone Projects**
 - A. Request Sheldon A. Smith, P.C. for designation of the lease of space in the building at 122 East Broadway Avenue as a Renaissance Zone Project. The property is owned by Montana Dakota Utilities and is legally described as Lots 7-12, Block 60, Original Plat.
 - B. Request of Randall J. Bakke, P.C. for designation of the lease of space in the building at 122 East Broadway Avenue as a Renaissance Zone Project. The property is owned by Montana Dakota Utilities and is legally described as Lots 7-12, Block 60, Original Plat.

agenda continued...

Bismarck-Burleigh County Community Development Department
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- C. Request of Scott K. Porsborg, P.C. for designation of the lease of space in the building at 122 East Broadway Avenue as a Renaissance Zone Project. The property is owned by Montana Dakota Utilities and is legally described as Lots 7-12, Block 60, Original Plat.
- D. Request of Mitchell D. Armstrong, P.C. for designation of the lease of space in the building at 122 East Broadway Avenue as a Renaissance Zone Project. The property is owned by Montana Dakota Utilities and is legally described as Lots 7-12, Block 60, Original Plat.
- E. Request of Suzanne M. Schweigert, P.C. for designation of the lease of space in the building at 122 East Broadway Avenue as a Renaissance Zone Project. The property is owned by Montana Dakota Utilities and is legally described as Lots 7-12, Block 60, Original Plat.

- 5. **CORE Incentive Programs – Distribute Materials for December Meeting Discussion**
- 6. **Technical Advisor to the Renaissance Zone Authority - Discussion**
- 7. **Status of Approved Renaissance Zone Projects**
- 8. **Status of Approved CORE Incentive Projects**
- 9. **Other Business**
- 10. **Adjourn**

**RENAISSANCE ZONE AUTHORITY
MEETING MINUTES
October 14, 2009**

The Bismarck Renaissance Zone Authority met on October 14, 2009 in the 2nd Floor Conference Room in the City-County Office Building at 221 North 5th Street. Authority members present were Dave Blackstead, Chuck Huber, George Keiser and Kevin Magstadt. Technical Advisor Bruce Whittey was present. Staff members present were Jason Tomanek, Kimberley Gaffrey, Carl Hokenstad, Kim Lee and Ray Ziegler. Guests present were Paula Baker (Dakota Building Acquisition Group), Mitchell Armstrong and Suzanne Schweigert (SRSSM Partnership), Derwin Mann (Mann Signs) and Dawn Kopp (Downtowners).

CALL TO ORDER

Chair Blackstead called the meeting to order at 4:00 p.m.

MINUTES

The minutes of the August 12, 2009 meeting were distributed with the agenda packet.

MOTION: A motion was made by Mr. Keiser and seconded by Mr. Magstadt to approve the minutes of the August 12, 2009 meeting as received. The motion passed unanimously, with members Blackstead, Huber, Keiser and Magstadt voting in favor.

RENAISSANCE ZONE PROJECT APPLICATION

A. 122 East Broadway – SRSSM Partnership – Purchase with Improvement

Mr. Tomanek gave an overview of the purchase with improvement project by SRSSM Partnership to the building at 122 East Broadway. Mr. Tomanek said that the applicant is proposing to purchase and rehabilitate the interior of the building for use as professional office space. Rehabilitation would include updates to the building interior, plumbing, HVAC and electrical updates. No updates to the building's exterior are proposed at this time. Mr. Tomanek stated that the current assessed value is \$427,680 (building only), the proposed investment value is \$727,000, and the estimated value after improvements is \$843,500. Mr. Tomanek said that the estimated property tax benefit over 5 years is \$154,080 and the estimated income tax benefit is \$278,000 over 5 years.

Mr. Tomanek provided an overview of the request and listed the following findings for the proposed Renaissance Zone project:

1. The proposed use is consistent with the City's Renaissance Zone Development Plan.
2. The proposed exterior rehabilitation will be forthcoming at a later date as part of a separate CORE Incentive Program application. At this time there are no immediate plans to modify or rehabilitate the exterior of the building.

3. There are approximately 40-50 off-street parking spaces currently available for this property.
4. Using the 2009 assessed value of the building (\$427,680) and the total investment of \$727,000, the level of re-investment is approximately 170 percent. The minimum level of investment for rehabilitation projects is 50% of the assessed building value made through capital improvements.
5. The applicant anticipates that the building will be occupied and open for business by April 1, 2010.
6. Currently there are no street trees on any block face adjacent to the property. The landscaping and screening ordinance requires 3 trees per 100 linear feet of street; with the block length of 300 feet it would be possible to provide 2 to 3 trees per block face depending on the species selected and driveway locations. The Forestry Division will work with the property owner to determine the most appropriate quantities and locations for any trees within the public right-of-way.
7. The landscaping and screening ordinance also requires perimeter parking lot screening when adjacent to the public right-of-way through the use of trees and shrubs or with a decorative fence. The areas proposed for parking are currently asphalt or concrete and will not be modified. Currently there are no screening elements proposed for the parking areas and the language in the Landscaping and Screening ordinance is worded in such a way that the requirements to screen the parking area(s) is triggered by the addition of five (5) off-street spaces.

Mr. Tomanek said based on the findings, staff recommends approval of the designation of the purchase with major improvements to the building at 122 East Broadway Avenue by SRSSM Partnership as a Renaissance Zone project, a 100% property tax exemption on the building and improvements for five years beginning with the date of completion, and an exemption from state tax on income derived from the business/investment location for five years beginning with the date of completion with the following condition:

1. The Renaissance Zone Authority considers the inclusion of street trees and parking lot screening per City ordinance along Broadway Avenue and 2nd Street North as part of the overall project requirements.

Mr. Keiser asked how the assessed value on that building is determined. Mr. Tomanek responded by saying that Brenda Johnson and Bob Aller in City Assessing look at the square footage and condition of the building, land sizes, and the neighborhood, and compare it to comparable buildings to come up with the assessed value. Mr. Keiser then asked once the five year tax exemption has ended, is the property reassessed at that time. Ms. Lee said that the building is assessed independently every year. Mr. Keiser stated that the valuation of the building seems very low and the purpose of the Renaissance Zone Authority is to make these buildings usable, improve them and the downtown and then recover revenues through taxes.

Mitchell Armstrong said it is the intent of SRSSM to add the trees and landscaping.

MOTION: Based on the findings included in the staff report, a motion was made by Mr. Keiser and seconded by Mr. Huber to recommend approval of the designation of the purchase with major improvements of the building at 122 East Broadway Avenue by SRSSM Partnership as a Renaissance Zone project, a 100% property tax exemption on the building and improvements for five years beginning with the date of completion, and an exemption from state tax on income derived from the business/investment location for five years beginning with the date of completion, with the following condition: 1) the rehabilitation project include street trees and parking lot screening per City ordinance along Broadway Avenue and 2nd Street North. The motion passed unanimously, with members Blackstead, Huber, Keiser and Magstadt voting in favor.

CORE INCENTIVE PROGRAM PROJECT APPLICATION

A. 333 North 4th Street – Starion Financial – CORE Signage

Mr. Tomanek provided an overview of the project for new signage at 333 North 4th Street. The applicant is requesting assistance from the CORE Façade and Signage Grant Program. The applicant wishes to add four new Starion logo signs. Two of the signs are non-illuminated and would be located on the east and south-facing corners of the building. The two illuminated signs would be located on the west and north-facing sides of the building. Mr. Tomanek stated that the applicant received three bids for the project and has selected Mann Signs, Inc. to perform the design and installation work. Each project requires a 50% matching contribution by the applicant, therefore the grant amount requested for this project is \$3,000.00.

Mr. Tomanek provided an overview of the requests and listed the following findings for the proposed CORE Incentive Program project:

1. The building is located within the Downtown Tax Increment Financing District.
2. The purpose of the Façade and Signage Incentive Grant Program is to promote and stimulate exterior maintenance of commercial buildings in order to enhance the overall appearance, quality and vitality of downtown.
3. The property is not subject to the Special Provisions for the Central Business District in the sign code because it is outside of the boundaries of that area. The proposed sign meets the requirements of Chapter 4-04 of the City Code of Ordinance (Signs and Outdoor Display Structures) and has been approved through the Downtown Design Review process.
4. The applicant received three bids for the labor and materials. The low bid was received from Mann Signs, Inc. in the amount of \$10,860 for the proposed signs.
5. Under the Façade and Signage Grant guidelines the maximum dollar amount is \$3,000 for signage projects. Each project requires a 50% matching contribution by the applicant. The grant amount requested for this project is \$3,000.

Mr. Tomanek said based on the findings, staff recommends approval of the CORE Façade and Signage grant request to reimburse Starion Financial \$3,000 toward the design, purchase, and installation of new signage at 333 North 4th Street.

Mr. Whittey asked if the bid includes just the signs located adjacent to the right-of-way, which are located on the west and north-facing façade. Mr. Tomanek responded by saying only the two signs are eligible for reimbursement, the west and north-facing façade signs.

MOTION: A motion was made by Mr. Keiser and seconded by Mr. Magstadt to recommend approval of the request for a CORE Façade and Signage grant which would reimburse the applicant in the amount of \$3,000.00 toward the design, purchase, and installation of new signage for the building located at 333 North 4th Street. The motion passed unanimously, with members Blackstead, Huber, Keiser and Magstadt voting in favor.

B. 400 East Broadway Avenue – Dakota Building Acquisition Corporation – CORE Façade Grant

Mr. Tomanek provided an overview of the project for façade improvements for 400 East Broadway Avenue. The applicant is requesting assistance from the CORE Façade and Signage Grant Program. The applicant wishes to request assistance from the CORE Façade and Signage Grant to help cover the costs of re-caulking the perimeter of aluminum windows and doors and re-caulking the sealant at joints in the precast walls panels. The applicant received two bids for this project and has chosen to use Restoration Systems, Inc in the amount of \$41,800, for the project. Dakota Caulking can only bid the project on a 'per linear foot' price and did not provide a maximum amount.

Mr. Tomanek provided an overview of the requests and listed the following findings for the proposed CORE Incentive Program project:

1. The building is located within the Downtown Tax Increment Financing District.
2. The purpose of the Façade and Signage Incentive Grant Program is to promote and stimulate exterior maintenance of commercial buildings in order to enhance the overall appearance, quality and vitality of downtown.
3. Façade and Signage grant funds may be used make improvements to walls, windows, doors, cornices, stairs, porches, railings, and other elements of a building façade. The grant amount is limited to \$25,000 with a 50% match supplied by the applicant. At this time the project bid amount is for \$41,800, which would result in a grant of \$20,900. The bid from Dakota Caulking, Inc. also states that "random hairline cracks are evident in the precast wall panels. These joints are only visible when positioned directly in front of the cracking. These cracks should be routed out and caulked to reduce water infiltration. They can only be bid on a 'per linear foot' price. Digital photos will be used to validate repairs. Work can be completed at a rate of \$3.25 per linear foot." The exact amount of the repair work is undeterminable at this time due to the overall height of the building and the contractor's inability to adequately assess the deterioration from the street level. The

bid provided by Dakota Caulking Inc delineates the east building elevation (adjacent to the alley) from the north, south and west elevations which are adjacent to the streets.

4. Based on discussions with the applicant much of the repairs necessary are on the upper floors of the east, alley-facing exterior wall. The estimates provided do not both clearly delineate which exterior walls will receive repairs or what portion of the overall project cost is attributed to each exterior wall.

Mr. Tomanek said based on findings staff recommends approval of the CORE Façade and Signage grant request which would reimburse the applicant up to \$20,900 toward the façade improvements at 400 East Broadway Avenue.

Paula Baker stated that Dakota Building Acquisition Corporation is a family owned business and the group have owned this building for over twenty-five years. Ms. Baker went on to say that the recent improvements to the parking ramp were completed with Restoration Systems, Inc. and Dakota Building Acquisition Corporation was very satisfied with their work. Ms. Baker said they do have a relationship with Restoration Systems, Inc. and that is why they chose to go with them, plus their work was more complete and they were able to provide a set bid.

Chairman Blackstead asked if there should be a concern with the differences in the bid. Mr. Tomanek responded by saying typically the Renaissance Zone Authority has chosen the low bidder and there has never been a project with a contingency built into it on the back end.

Chairman Blackstead asked what if there is a difference with the reimbursement. Mr. Tomanek answered by saying that if they came back with more linear feet on the back end, then the project cost will increased. Mr. Tomanek added in the past with other projects if the cost was higher than bid, the project was brought back to the Renaissance Zone Authority and Board of City Commissioners for re-approval.

Mr. Keiser asked if the two companies are using the exact same process. Mr. Baker said the two companies are using two different processes and Restoration Systems, Inc. has special tools to use in the efficient removal of the caulk, whereas Dakota Caulking does not. Mr. Keiser stated that if the processes are different then that needs to be taken into consideration in addition to price.

Mr. Huber said his concern is whether or not this program was meant for this type of project because this is not really a change or improvement of the façade, rather it is maintenance. Chairman Blackstead asked if caulking was a part of the Soo Hotel project. Mr. Tomanek answered by saying the project included tuckpointing, replacing cracked bricks, and crack sealing.

Mr. Tomanek said that it is stated in appendix of the CORE guidelines, "the purpose of the façade and signage incentive grant is to promote and stimulate exterior maintenance of commercial buildings in order to enhance the overall appearance, quality and vitality of downtown." Mr. Tomanek stated he is unsure of the overall intent of the interpretation of the guidelines. Mr. Huber said that if that was the intent of the program that is fine, but is not sure this project was the intent of the program because it is considered maintenance. Mr. Tomanek commented that there have been several discussions regarding these programs to resolve issues

with definitions and interpretations of the program; however, everything has not been clearly defined at this point.

Mr. Keiser commented that if the caulking was a part of a larger project to improve the façade, then it would not be an issue. Mr. Huber agreed.

Mr. Keiser asked Ms. Baker what the time frame is for this project. Ms. Baker responded by saying they were hoping to get approval as soon as possible in order to complete the project before the temperatures get too cold because part of what they are experiencing is moisture seeping through. Ms. Baker added that they just put a large amount of money into fixing the ramp and the cost of the caulking is another large amount.

Mr. Whittey asked what sides of the building are being considered. Mr. Tomanek said the bid delineates the west, south, east and a good portion of the work needs to be completed on the east side and that is the alley facing side. Mr. Tomanek added that the third, fourth and fifth floors are the ones experiencing the infiltration of moisture. Mr. Whittey commented that to be consistent with what the Renaissance Zone Authority has approved in the past, only the street facing sides should be considered which would be the north, west and south sides, or primary street sides, of the building.

MOTION: A motion was made by Mr. Huber and seconded by Mr. Keiser to continue the public hearing for the request of the Façade and Signage Grant for façade work for 400 East Broadway Avenue requested by Dakota Building Acquisition Corporation and schedule a special meeting to further discuss the intent of the program and this request. The motion passed unanimously, with members Blackstead, Huber, Keiser and Magstadt voting in favor.

CORE TECHNICAL ASSISTANCE BANK DISCUSSION

Mr. Tomanek said that Mr. Huber asked about the use of the Technical Assistance Bank at the August meeting and there was some discussion at that time, however, no decisions were made. Mr. Tomanek went on to say that Mr. Grossman indicated that he would like to be a part of the discussion, but unfortunately he is out of the state and could not be present for the meeting. Ms. Lee added that the item could be discussed at the special meeting and then staff could put together language for the next scheduled meeting in November. It was the general consensus of the Renaissance Zone Authority to discuss the Technical Assistance Bank at the upcoming special meeting.

STATUS OF APPROVED RENAISSANCE ZONE PROJECTS

Mr. Tomanek said the American Bank Center rehabilitation project has been closed out.

STATUS OF APPROVED CORE INCENTIVE PROGRAM PROJECTS

Mr. Tomanek said the Magic-Touch Technical Assistance Bank project has been closed out.

OTHER BUSINESS

Chairman Blackstead announced that Warren Tvenge has resigned as technical advisor for the Renaissance Zone Authority. Mr. Tomanek suggested that the Renaissance Zone Authority consider one of the Technical Assistant Bank architects for a technical advisor.

Mr. Whittey said that at the October 13, 2009 Board of City Commissioners meeting, he represented the Renaissance Zone Authority regarding the proposed Quiet Rail Zone. Mr. Whittey continued by saying there were two things the Quiet Rail Zone Committee found out all the Commissioners approve of the Quiet Rail Zone and they are all willing to continue to discuss it. Mr. Whittey stated that Commissioner Sprynczynatk offered to lead a group to further discuss the Quiet Rail Zone and bring the findings back to the Board of City Commissioners. Mr. Whittey continued by saying that he explained to the Commissioners that the proposed Quiet Rail Zone has nothing to do with the last vote. The last vote was for eight crossings, with the proposed funding to be three million dollars from sales tax and this is two crossings that would be funded by the Tax Increment Fund. Mr. Whittey said that the Quiet Rail Zone committee provided the Commissioners with a list of organizations that support the Quiet Rail Zone, are located downtown. Mr. Whittey concluded by saying the challenge is now how to differentiate this decision from what the voters decided in 2008.

ADJOURNMENT

There being no further business, Chair Blackstead adjourned the meeting of the Bismarck Renaissance Zone Authority at 5:02 p.m.

Respectfully Submitted,

Kimberley Gaffrey
Recording Secretary

APPROVED:

David Blackstead
Chair

**RENAISSANCE ZONE AUTHORITY
SPECIAL MEETING MINUTES
October 21, 2009**

The Bismarck Renaissance Zone Authority met on October 21, 2009 in the 2nd Floor Conference Room in the City-County Office Building at 221 North 5th Street. Authority members present were Dave Blackstead, Parrell Grossman, Chuck Huber, George Keiser, Kevin Magstadt, Carol Vondrachek and Curt Walth. Staff members present were Jason Tomanek, Kimberley Gaffrey, Kim Lee, Charlie Whitman and Brenda Johnson.

CALL TO ORDER

Chair Blackstead called the meeting to order at 3:30 p.m.

CORE FAÇADE AND SIGNAGE INCENTIVE GRANT PROGRMS - DISCUSSION

Mr. Tomanek stated that Dakota Building Acquisition Group requested assistance from the CORE Façade and Signage Grant to help cover the costs of re-caulking the perimeter of aluminum windows and doors and re-caulking the sealant at joints in the precast walls panels for the building at 400 East Broadway Avenue. This request was considered at the October 14, 2009 meeting and continued to this meeting. Chairman Blackstead added that the question is whether or not this project qualifies for the CORE Façade and Signage Grant or is it just considered maintenance.

Mr. Huber said he is concerned with the Dakota Building Acquisition Group project request and whether or not it is considered an improvement of the façade or maintenance of the façade, because in the past all the projects have dealt primarily with improvement or changing of the façade that are considered capital improvements. Mr. Huber went on to say that in reading the language of the CORE Façade and Signage Incentive Grant, it is worded in such a way that maintenance would be allowed and he thinks the language should be revised so there is no question as to what is allowed and what is not.

Mr. Whitman said that a lot of this type of work has been approved over the years, but it has always been in conjunction with other work and never a standalone project. Mr. Whitman stated that the roof, re-caulking windows, tuckpointing and cleaning brick, and painting have been allowed when it has been included in a bigger project. Mr. Whitman continued by saying that what improvements are valuable to the downtown and the building and what is considered maintenance, need to be defined. Mr. Whitman concluded by saying part of the goal of this district is to keep tax values up and keep it viable and healthy, adding that where to draw the line on what is considered maintenance or physical improvement needs to be discussed.

Mr. Keiser said he agrees with Mr. Huber that this is a maintenance project because this is normal wear and tear maintenance. Mr. Keiser added that the difference with the other projects that included caulking is that the caulking was just a small part of a larger project that improved the façade and the total value of the property increased. Mr. Keiser stated that normal maintenance is the responsibility of the owner. Mr. Keiser concluded by saying that tax payers will not want to pay for straight maintenance.

Mr. Whitman said that prior to the CORE programs, a return on the investment was considered with an eight year amortization and if the City could not get their money back in that time period, the project was not approved.

Mr. Magstad asked what the investment was in the parking structure at this building. Mr. Tomanek responded by saying the investment in the parking ramp was over \$600,000 and before they started that project approached the City regarding Renaissance Zone, CORE or TIF funds. Mr. Tomanek said the project did not qualify for the Renaissance Zone because the value of the building is over \$5,000,000 and to qualify for the Renaissance Zone, the investment would have to be at least \$2,500,000 in improvements. Mr. Tomanek went on to say that since the parking ramp is not tied to the building, the State would not consider it as a project. Mr. Tomanek added that in addition to the parking ramp, Dakota Building Acquisition Group has plans to replace all the windows on the first floor of the building, but the caulking project was a priority because of the moisture problems. Mr. Tomanek concluded by saying the group will probably come back to the Renaissance Zone Authority with an application for the window replacement.

It was the general consensus of the Renaissance Zone Authority that the language of the CORE Façade and Signage Incentive Grant Program guidelines need to be reviewed and revised to better define what is allowed, and what is not allowed, what is considered an improvement versus maintenance. Improvements will be supported like tuckpointing, but painting, caulking and glass replacement are not acceptable. However, painting, caulking and glass replacement would be considered as part of a larger project where the value of the property is enhanced. Staff will prepare some options for language for the CORE Façade and Signage Incentive Grant Program guidelines.

TECHNICAL ASSISTANCE BANK

Mr. Huber said the issue with the Technical Assistance Bank is whether or not the grant should be approved prior to the purchase of a building. Also, if a study is completed and the City paid for a portion of the study, then it would be on file in the City offices for future use if the original purchase was not completed. Mr. Huber stated the information could be beneficial to the next potential owner of the building and could be used to create a CORE Incentive Project.

Mr. Keiser suggested that if a study is completed it will become the property of the owner of the building unless it is prepared for a potential purchase, then it would become a public record after 90 days unless that purchase is finalized. Mr. Whitman said that would be an acceptable option, but the only limitation will be what the engineers and architects will agree to, because almost all contracts include a caveat stating if the project isn't completed by the original parties, they will not stand behind it. Mr. Keiser added that if the City has paid for the project, then it would be nice to be able to provide the information to a prospective purchaser since it has already been completed. Mr. Whitman said the purpose of the Technical Assistance Bank is not intended for speculative purchasers. Mr. Whitman suggested the Renaissance Zone Authority members review the Technical Assistance Bank policy and be prepared to discuss it in detail at a later meeting.

CORE INCENTIVE PROGRAM PROJECT - CONTINUED

A. 400 East Broadway Avenue – Dakota Building Acquisition Corporation – CORE Façade Grant

Mr. Tomanek stated that the request from Dakota Building Acquisitions Group was continued to this meeting and action should be taken on this request. The applicant is requesting assistance from the CORE Façade and Signage Grant Program to help cover the costs of re-caulking the perimeter of aluminum windows and doors and re-caulking the sealant at joints in the precast walls panels at 400 East Broadway Avenue.

Specifics of the request were discussed earlier in the meeting. The general consensus of the Renaissance Zone Authority was the proposed work is considered routine maintenance and it does not meet the intent of the program because the work is not part of an overall rehabilitation and improvement project.

MOTION: A motion was made by Mr. Keiser and seconded by Mr. Grossman to deny the request for a Façade and Signage Grant for caulking of the façade at 400 East Broadway Avenue requested by Dakota Building Acquisition Corporation. The motion passed unanimously, with members Blackstead, Grossman, Huber, Keiser, Magstadt, Vondrachek and Walth voting in favor.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

There being no further business, Chair Blackstead adjourned the meeting of the Bismarck Renaissance Zone Authority at 4:20 p.m.

Respectfully Submitted,

Kimberley Gaffrey
Recording Secretary

APPROVED:

David Blackstead
Chair

BISMARCK RENAISSANCE ZONE AUTHORITY STAFF REPORT

BACKGROUND:		
Title: SRSSM Partnership - CORE Façade and Signage Grant (Façade)		
Status: Renaissance Zone Authority	Date: November 12, 2009	
Street Address: 122 East Broadway Avenue	Legal Description: Lots 7-12, Block 60, Original Plat	
Project Type: CORE Incentive Program	CORE Program: Façade and Signage Grant	
Applicant: SRSSM Partnership	Owner: MDU	
Project Description: <p>The applicant is proposing to rehabilitate, modify and improve aesthetics of the facade. The project will include re-roofing the single-story portion of the building, re-sealing all window and door joints, re-sealing all masonry control joints and tuck-pointing some minor brick damage. The project will also include replacing the exterior door on the west elevation of the second floor which provides access to the single-story roof. Modification will include relocation of the primary entrance to the south elevation of the single-story portion, closing up the original Broadway entrance with brick and masonry consistent with the brick on the building and adding three new windows on the west elevation at the second story. A major portion of the renovation will include removing the existing penthouse. Improved aesthetics for the building will include new colored awnings, lighting and a pergola.</p>		
PROJECT INFORMATION:		
Parcel Size: 21,750 square feet	Building Floor Area: N/A	Lease Area: N/A
Total Project Cost: \$8,000-\$10,000 (brick work) \$24,500-\$40,000 (pergola, new entrance, doors and windows) \$32,500-\$50,000 (total)	Contractor: Multiple	Incentive Grant Requested: \$16,250 - \$25,000 (maximum allowed)
FINDINGS:		
<ol style="list-style-type: none"> 1. The building is located within the Downtown Tax Increment Financing District. 2. The purpose of the Façade and Signage Incentive Grant Program is to promote and stimulate exterior maintenance of commercial buildings in order to enhance the overall appearance, quality and vitality of downtown. 3. The property is subject to the guidelines for the DC - Downtown Core district that state "all subsequent renovations, additions and related structures constructed after the construction of an original building shall be constructed of materials comparable to those used in the original construction and shall be designed in a manner conforming to the original architectural design and general appearance." The exterior modification includes relocation of the primary entrance to the south elevation of the single-story portion, closing up the original Broadway entrance with brick and masonry consistent with the brick on the building and adding three new windows on the west elevation at the second story. The proposed exterior modification to the building is consistent with the intent of the ordinance through the use of brick and masonry material and has been approved through the Downtown Design Review process. 		

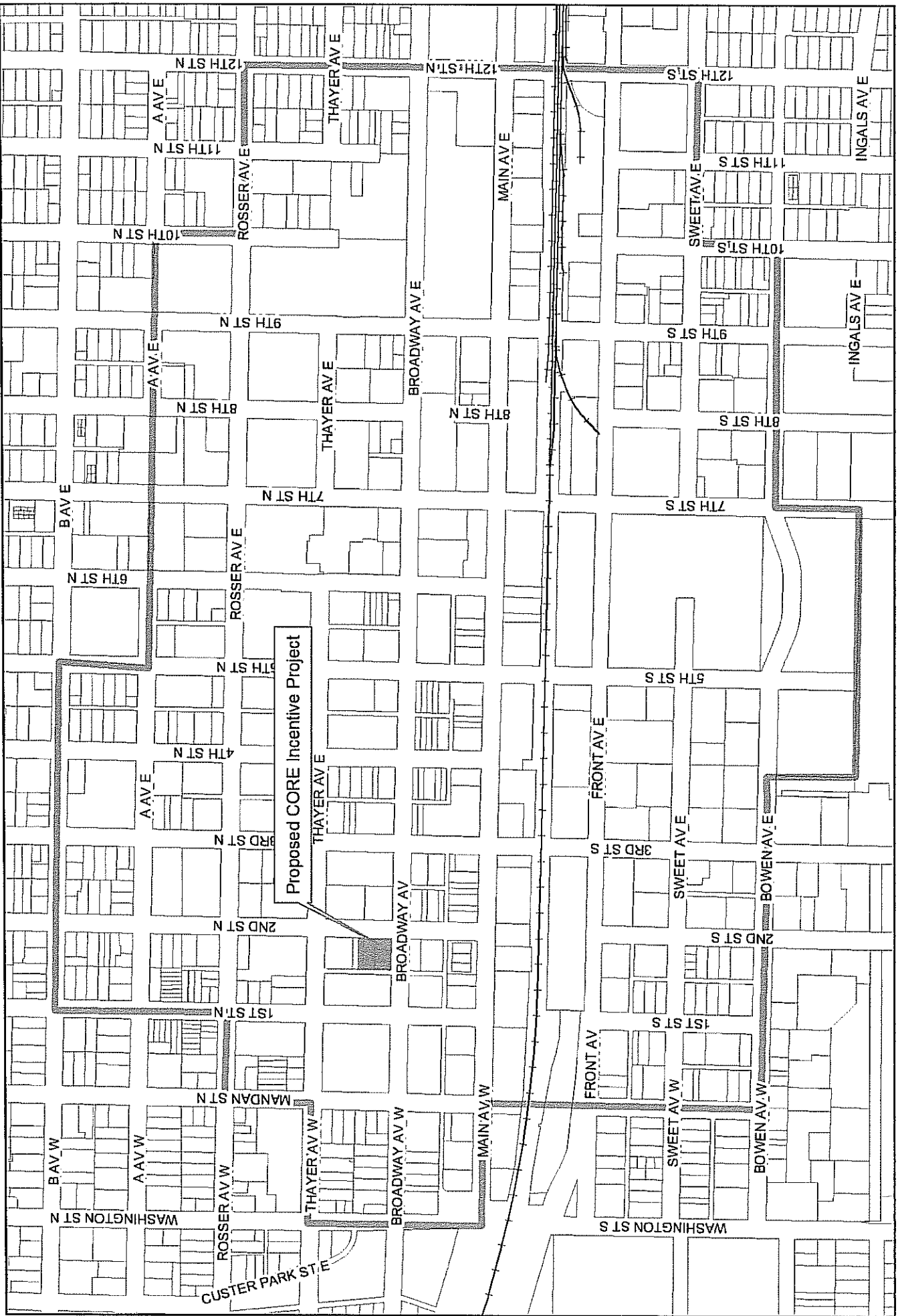
findings continued...

4. The rehabilitation project also includes the addition of an exterior entrance pergola that would be constructed of masonry columns, aluminum support structure and wood. The pergola would be located adjacent to the south-facing building exterior and primary entrance to the building. The Authority has not considered a request similar to this in the past. The pergola would be located on private property and designed to accent the exterior façade and the main entrance to the building. The pergola is also consistent with the intent of the DC - Downtown Core guidelines through the use of masonry materials that complement the existing masonry on the building.
5. The applicant received three estimates for the labor and materials. The estimates received were from the architect and two general contractors. The estimates for brick restoration range from \$8,000 to \$10,000. The new entrance, doors, windows and pergola range from \$24,500 to \$40,000.
6. Under the Façade and Signage Grant guidelines the maximum dollar amount is \$25,000 for façade improvement projects. Each project requires a 50% matching contribution by the applicant. The grant amount requested for this project is between \$16,250 and \$25,000.

RECOMMENDATION:

Based on the above findings staff recommends approval of the CORE Façade and Signage grant request to reimburse SRSSM Partnership for 50% of the final project costs up to \$25,000 for the work and materials associated with the façade rehabilitation project at 122 East Broadway Avenue.

Proposed CORE Incentive Programs Project - 122 East Broadway Avenue



City of Bismarck - Community Development Department - Planning Division



This map is for representational use only and does not represent a survey. No liability is assumed as to the accuracy of the data delineated hereon.

October 2009

Project Description: Exterior Building Improvements

1. Summary:

This project involves the renovation of an approximately 13,400 square foot office building which has been occupied consistently since 1946. The original construction date is unknown. The building has been renovated and expanded twice. Once in 1946 when an infill was completed on the northwest portion of the building which included the north half of the single-story portion and again in 1986 when the building was re-clad with brick and the south half of the single-story portion was added. The construction of both renovations appears to be consistent with the standards of the times they were completed.

The 2009 renovation will include demolition of the existing interior to accommodate the new design, modernization of the HVAC, plumbing and electrical systems, modification of the exterior and construction of new interior spaces. The renovation will also include parking lot and site work improvements.

2. Exterior Building Improvements:

The exterior building improvements will encompass three major areas, rehabilitation, modification and improved aesthetics.

Rehabilitation of this building is necessary to maintain the physical integrity of the building. It will include re-roofing the single story portion of the building located on the west side, re-sealing all window and door joints, re-sealing all masonry control joints and tuck-pointing some minor brick damage. It will also include replacing the exterior door on the west elevation of the second floor, which provides access to the single-story roof.

Modification will include relocating the primary entrance to south elevation of the single-story portion, closing up the "old" Broadway entrance on the south elevation with brick and masonry consistent with the brick on the building and adding three new windows on the west elevation at the second story. A major portion of the modification will include removing the unused and dilapidated roof penthouse which will no longer be necessary after the interior modifications.

Improved aesthetics to the building will include new colored awnings or banners on the south and east elevations, new exterior building signage and lighting and finally the construction of a exterior entrance pergola which will include masonry columns and aluminum support structure. All exterior colors will be selected to match the current building design.

3. Site Improvements:

The site improvements will entail two elements paving replacement and landscaping.

Paving replacement will primarily involve removing and replacing damaged or uneven sections of the sidewalk surrounding the building. A major portion of the paving modifications will include removing the original driveway located on the Broadway Avenue side and replacing it with new curb, gutter, and sidewalk. This will also include a new entrance patio and building approach.

Landscaping will be the bulk of the site improvements. This will include removing the scoria rock in all the planting beds and replacing it with pea gravel, developing parking lot landscape screening for both the west and north parking lots, the addition of street trees on the south and east sidewalks and a large landscaping bed located on the south side at the new entrance which will include an area to display art or a fountain.

From: Jeff Ubl [mailto:~~jeff.ubl@cityofmadison.com~~]
Sent: Tuesday, October 06, 2009 10:10 AM
To: Randall Bakke
Subject: Re: MDU building renovation cost estimate

Randy,

My Opinion of Probable cost for the exterior improvements is as follows:

Brick Restoration/Exterior Repairs: \$8,000.00

~~Awnings: \$16,000.00~~ INCLUDED WITH SIGNAGE REQUEST

New Entrance/Pergola/Doors/windows: \$32,500.00

~~Landscaping: \$6,000.00~~ NOT PART OF FACADE

Total: ~~\$62,500.00~~ \$ 40,500

Professional Contractors Inc.

RECEIVED

OCT 13 2009

1131 Airport Road
Bismarck, ND 58504
Phone (701) 223-7072
Fax (701) 223-7083

October 13, 2009

Attn: Scott Porsborg
Smith Bakke Porsborg & Schweigert
116 North 2nd Street
Bismarck, ND 58501

Re: MDU Building Renovation

Dear Scott:

The following are approximate costs for exterior improvements for various items requested.

- 1) Redo masonry control joints and re-caulk perimeter of aluminum windows and doors:

Item #1: \$8,500.00

- 2) Add fabric window awnings to east and south elevations.
Total of 10-windows (Indigo Signs):

~~Item #2: \$30,000.00~~INCLUDED WITH
SIGNAGE

- 3) Landscaping/trees on east and south side of building:

~~Item #3: \$12,000.00~~NOT PART OF
FACADE

- 4) New Entrance/Pergola
Includes:

- A) Remove existing aluminum entrance and replace with aluminum window and masonry repair below new window.
B) Cut in new aluminum entrance at new addition.
C) Add wood pergola along south side of new addition.

Item #4: \$24,500.00

Feel free to contact me for any questions or additional information you may need.

Sincerely,



David Reis

\$ 33,000.00

90 VERMONT AVENUE
PO BOX 59
BISMARCK, ND 58502-0059

PHONE: (701) [REDACTED]
FAX: (701) [REDACTED]
TOLL-FREE: 1-877- [REDACTED]

RECEIVED

OCT 13 2009

MISSOURI RIVER
CONTRACTING INC.

Established 1977

October 13, 2009

Scott Porsborg
Smith Bakke Posborg & Schweigert
PO Box 460
Bismarck, ND 58502-0460

Dear Scott,

Based on discussions with Jeff Ubl, I have developed these estimates for the exterior improvements of your proposed new office building at 122 East Broadway Avenue, Bismarck, ND.

Masonry Repairs & Caulking	\$8,000.00	to	\$10,000.00	
Awnings	\$15,000.00	to	\$25,000.00	INCLUDED WITH SIGNAGE
Entrances, Windows, Doors, Pergola	\$30,000.00	to	\$40,000.00	
Landscaping	\$5,000.00	to	\$10,000.00	NOT PART OF FACADE

Please contact me if you need more information.

Sincerely,

\$38,000 to \$50,000

Gene Welle

Gene Welle
Owner

**BISMARCK RENAISSANCE ZONE AUTHORITY
STAFF REPORT**

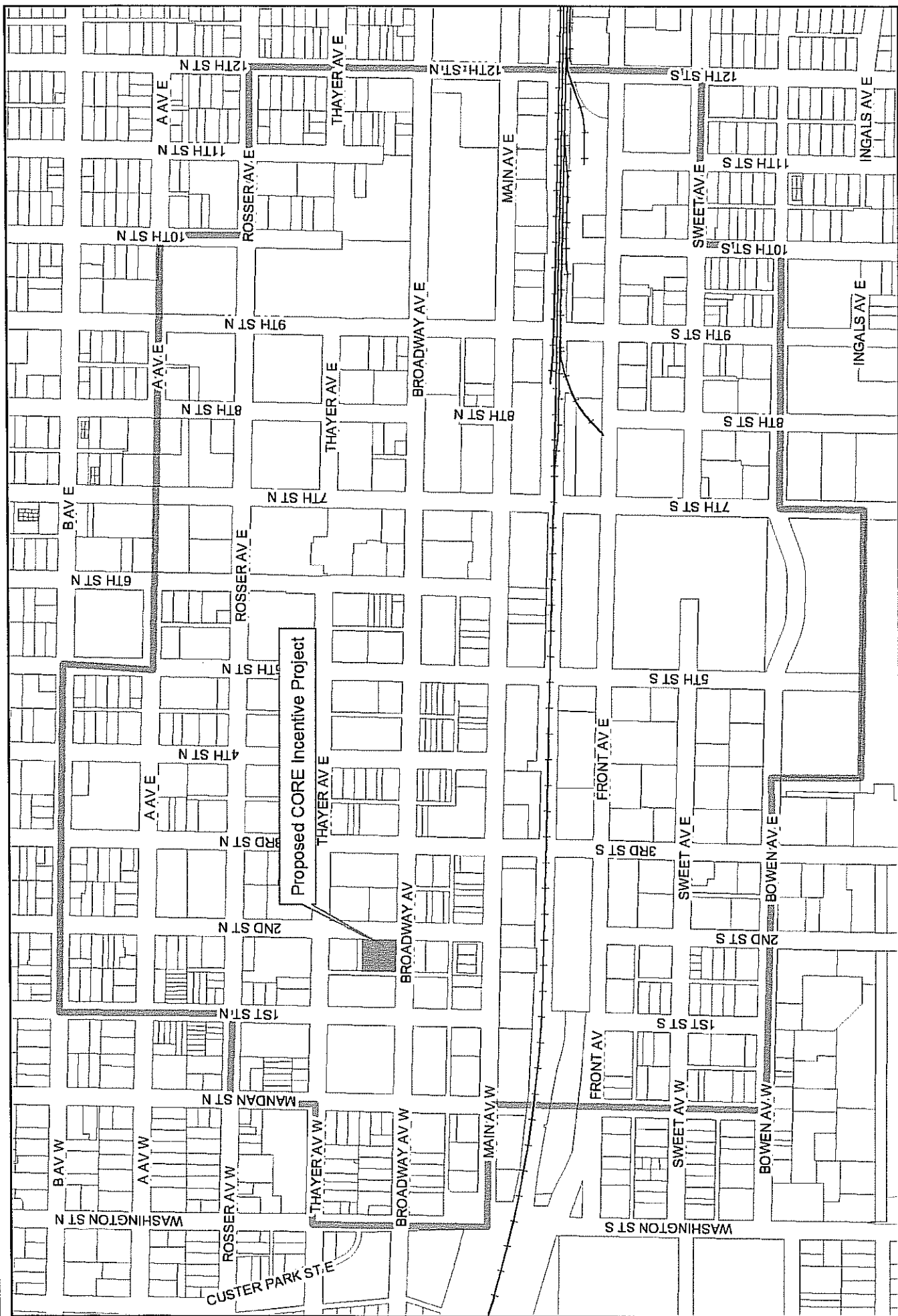
BACKGROUND:		
Title: SRSSM Partnership - CORE Façade and Signage Grant (Signage)		
Status: Renaissance Zone Authority	Date: November 12, 2009	
Street Address: 122 East Broadway Avenue	Legal Description: Lots 7-12, Block 60, Original Plat	
Project Type: CORE Incentive Program	CORE Program: Façade and Signage Grant	
Applicant: SRSSM Partnership	Owner: MDU	
Project Description: <p>The applicant is proposing to add new colored awnings on the south and east elevations and replacing existing exterior signage to reflect the future tenants. There are two signs proposed; one sign would be mounted on the south elevation utilizing an existing cabinet on the building, the second sign would also be a replacement of a free-standing pylon sign on the east elevation. Based on previous projects and decisions by the Authority, the pylon sign will not be considered for reimbursement or as part of the overall project.</p>		
PROJECT INFORMATION:		
Parcel Size: 28,000 square feet	Building Floor Area: N/A	Lease Area: N/A
Total Project Cost: Awnings: \$15,000 to \$30,000 Sign: \$1,260 Total \$16,260-\$31,260	Contractor: Multiple	Incentive Grant Requested: \$3,000 (maximum allowed)
FINDINGS:		
<ol style="list-style-type: none"> 1. The building is located within the Downtown Tax Increment Financing District. 2. The purpose of the Façade and Signage Incentive Grant Program is to promote and stimulate exterior maintenance of commercial buildings in order to enhance the overall appearance, quality and vitality of downtown. 3. The property is subject to the Special Provisions for the Central Business District in the sign code because it is inside the boundaries of that area. The proposed sign meets the requirements of Chapter 4-04 of the City Code of Ordinance (Signs and Outdoor Display Structures) and has been approved through the Downtown Design Review process. 4. The applicant received two contractor estimates and one estimate from the project architect for the labor and materials associated with the proposed awnings. The prices for the awnings range between \$15,000 and \$30,000. 5. The applicant received two bids for the south-facing exterior sign replacement. The south-facing building exterior sign is an existing sign that would have the sign face replaced and the cabinet repainted. The low bid for the sign was received from Mann Signs Inc. in the amount of \$1,260. 6. Under the Façade and Signage Grant guidelines the maximum dollar amount is \$3,000 for signage and awning projects. Each project requires a 50% matching contribution by the applicant. The grant amount requested for this project is \$3,000. 		

continued....

RECOMMENDATION:

Based on the above findings staff recommends approval of the CORE Façade and Signage grant request to reimburse SRSSM Partnership \$3,000 toward the design, purchase, and installation of new awnings and signage at 122 East Broadway Avenue.

Proposed CORE Incentive Programs Project - 122 East Broadway Avenue



City of Bismarck - Community Development Department - Planning Division



This map is for representational use only and does not represent a survey. No liability is assumed as to the accuracy of the data delineated hereon.

October 2009



PROPOSAL
1401 S 12th St, Suite 3
Bismarck, ND 58504

RECEIVED

NOV 02 2009

Derwin Mann

Phone: 355-1111

Fax: 355-1112

PROPOSAL SUBMITTED TO Smith Bakke Porsborg & Schweigert	DATE October 16, 2009
ADDRESS	JOB NAME
CITY, STATE, ZIP CODE	JOB LOCATION

We hereby submit specifications and estimates for

Take down sign faces from the existing 3'x12' illuminated flat wall sign. Prep and repaint the sign cabinet. Provide a new white lexan sign face with graphics, as designed.

Price: \$1,260.00 → **CABINET SIGN ONLY.**

Take down two sign faces from the illuminated pole sign, prep, prime and repaint the cabinet and pole. Provide two new 4'x8' plexiglas sign panels with graphics, as designed.

Price: \$1,600.00 **PYLON SIGN (N/A)**

*Price does not include sales tax or city permit.

\$ 1,260 CABINET SIGN.

We Propose hereby to furnish material and labor -- complete in accordance with above specifications, for the sum of:
Two thousand eight hundred sixty dollars and NO/100's

Payment to be made as follows: _____ Dollars \$2,860.00

Due upon completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL: The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined on page 1.

Signature _____

Date of Acceptance

Signature _____

RECEIVED

NOV 02 2009

smith bakke
porsborg & schweigert
attorneys at law



mann
SIGNS, INC.

1401 s 12th st, suite 3
bismarck, nd 58504
701-355-1111
www.mannsignsinc.com

CLIENT:

SBP&S Attorneys

APPROVAL:

X

DOE TO VARIATIONS IN OUTPUT
DEVICES, THE COLORS SHOWN
HERE MAY NOT REFLECT
ACTUAL COLORS.

THE CONCEPT REPRESENTED IN
THIS CONCEPT IS THE PROPERTY
OF MANN SIGNS, INC. AND
MAY NOT BE USED IN WHOLE
OR PART WITHOUT A WRITTEN
CONSENT FROM MANN SIGNS, INC.



 smith
bakkeporsborg
&schweigert
attorneys at law

VED
NG



mann
SIGNS, INC

1401 s 12th st, suite 3
bismarck, nd 58504
701-355-1111
www.mannsignsinc.com

SBP&S Attorneys

DUE TO VARIATIONS IN OUTPUT
DEVICES, THE COLORS SHOWN
HERE MAY NOT REFLECT
ACTUAL COLORS.

THE CONCEPTS REPRESENTED IN
THIS ARTWORK ARE THE PROPERTY
OF MANN SIGNS, INC. AND
MAY NOT BE USED IN WHOLE
OR PART WITHOUT WRITTEN
CONSENT FROM MANN SIGNS, INC.



Smith, Bakke, Porsborg, Schweigert

Project: Ace
1042

Date: 9-28-09
Revised: 00-00-00

Sales Representative:
Bruce Dietelmann

Sketched by: B Wild

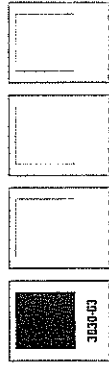
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Page Size: 11 x 17
Page Scale: 1/2" = 1'

[DES]

Qty: 2
Height: 24 3/4" Width: 132 3/4"
Illumination: yes
Face material: poly
Retainer: 1 1/2"
Vinyl colors: not known
Font: customer artwork
File:

3M 7725 Opaque Vinyl



Due to the limitations of the printing process,
the colors shown may not reflect actual colors.

** NOTE: ARTWORK IS NOT PRODUCTION-READY

If editable artwork is not provided by customer at time of approval
Indigo Signworks will recreate logos at an additional hourly rate and will be applied to final bill.

132 3/4"



24 3/4"



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Smith, Bakke, Friesborg, Schweigert

Project: face
1039

Date: 9-28-09
Revised: 00-00-00

Sales Representative:
Bruce Dietzman

Sketched by: B Wild

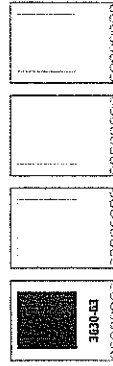
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Page Scale: 1/2" = 1'
Page Size: 11 x 17

Face

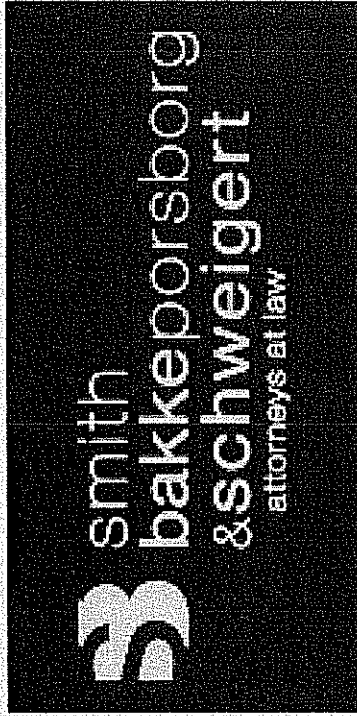
Qty: 2
Height: 48 1/4" Width: 96"
Illumination: yes
Face material: poly
Reinforce: 1 1/2"
Vinyl colors: not chosen
Font: customer artwork
Plate:

3M 7725 Opaque Vinyl



Due to the limitations of the printing process,
the colors shown may not reflect actual colors.

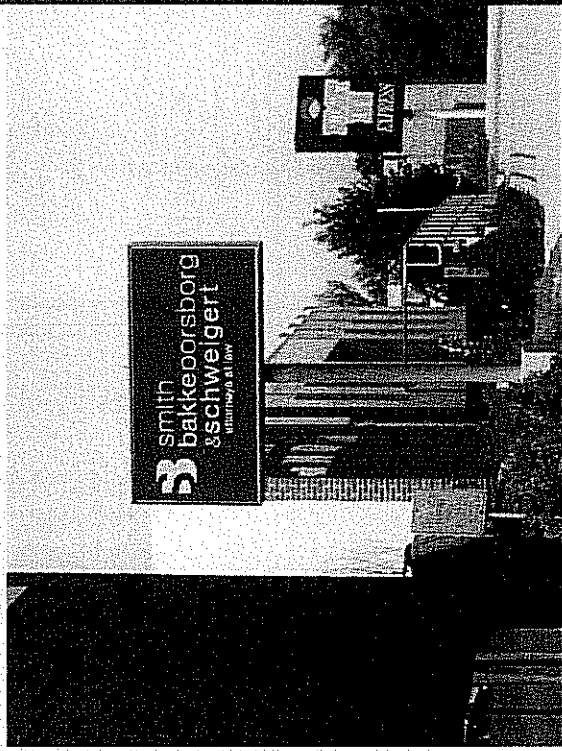
96"



48 1/4"

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Indigo | Alexandria | Bismarck | Grand Forks

735 Airport Road
Bismarck, ND 58504

tel: 701.250.9696
fax: 701.250.8686

www.indigosignworks.com

PROPOSAL

Proposal #: 10095

Proposal Date: 09/30/09
Customer #: 1378
Page: 1 of 3

SOLD TO:	JOB LOCATION:
SMITH, BAKKE, PORSBORG & SCHWEIGERT 127 E BROADWAY BISMARCK ND 58501	Smith, Bakke, Porsborg & Schweigert 127 E Broadway Bismarck ND 58501 REQUESTED BY: Mitchell Armstrong

INDIGO SIGNWORKS - BISMARCK (HEREINAFTER CALLED THE "COMPANY") HEREBY PROPOSES TO FURNISH ALL THE MATERIALS AND PERFORM ALL THE LABOR NECESSARY FOR THE COMPLETION OF:

1039	Polycarbonate faces with vinyl graphics in existing pole sign ID cabinet. Remove existing, Manufacture and install new faces	PRICE:	\$2,225.00
1040	Prime and paint.	PRICE:	\$540.00
1041	Electrical to UL specs.	PRICE:	\$1,130.00
1042	Polycarbonate faces with vinyl graphics on existing wall sign. Remove existing, Manufacture and install	PRICE:	\$1,340.00
1043	Prime and paint.	PRICE:	\$340.00
1044	Electrical to UL specs.	PRICE:	\$885.00
			\$2,665.00 CABINET ONLY.

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE TO BE IN ACCORDANCE WITH THE DRAWINGS AND OR SPECIFICATIONS SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN A WORKMANLIKE MANNER FOR THE SUM OF:

TOTAL PROPOSAL AMOUNT: \$6,560.00

TERMS: 50.0% DOWN, BALANCE DUE ON COMPLETION
(INTEREST OF 1.5% PER MONTH WILL BE ADDED TO PAST DUE ACCOUNTS)

THIS PRICE DOES NOT INCLUDE ELECTRICAL HOOKUP, PERMITS, ENGINEERING OR TAX UNLESS SPECIFICALLY STATED.

NOTE: THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS. WORK WILL NOT BEGIN UNTIL DOWN PAYMENT AND WRITTEN ACCEPTANCE IS RECEIVED.

COMPANY INITIALS _____

CUSTOMER INITIALS _____



farago | alexandria | bismarck | grand forks

735 Airport Road
Bismarck, ND 58504

tel: 701.250.9696
fax: 701.250.8686

www.indigosignworks.com

DEPOSIT INVOICE

Invoice #: DP10095

Inv Date: 05/30/09
Customer #: 1378
Page: 3 of 3

SOLD TO:	JOB LOCATION:
SMITH, BAKKE, PORSBORG & SCHWEIGERT 122 E BROADWAY BISMARCK ND 58501	Smith, Bakke, Porsborg & Schweigert 122 E Broadway Bismarck ND 58501
	REQUESTED BY: Mitchell Armstrong

ORDERED BY	PO NUMBER	SALESPERSON	ORDER DATE	PAYMENT TERMS	DUE DATE
		Bruce Dintelman	09/17/09	50.0% Due Upon Receipt	02/28/10

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #1039 Polycarbonate faces with vinyl graphics in existing pole sign 10 cabinet. Remove existing, Manufacture and install new faces	\$2,225.00	\$2,225.00
1	QUOTE #1040 Prime and paint.	\$540.00	\$540.00
1	QUOTE #1041 Electrical to UL specs.	\$1,130.00	\$1,130.00
1	QUOTE #1042 Polycarbonate faces with vinyl graphics on existing wall sign. Remove existing, Manufacture and install	\$1,340.00	\$1,340.00
1	QUOTE #1043 Prime and paint.	\$340.00	\$340.00
1	QUOTE #1044 Electrical to UL specs.	\$985.00	\$985.00
TOTAL PROPOSAL AMOUNT			\$6,560.00
*** FINAL INVOICE AMOUNT MAY VARY UPON COMPLETION ***			

PLEASE PAY THIS DEPOSIT AMOUNT: \$3,280.00

From: Jeff Ubl [mailto:~~XXXXXXXXXXXX@XXXXXX~~]
Sent: Tuesday, October 06, 2009 10:10 AM
To: Randall Bakke
Subject: Re: MDU building renovation cost estimate

Randy,

My Opinion of Probable cost for the exterior improvements is as follows:

Brick Restoration/Exterior Repairs: \$8,000.00

→ Awnings: \$16,000.00

New Entrance/Pergola/Doors/windows: \$32,500.00

Landscaping: \$6,000.00

Total: \$62,500.00

390 VERMONT AVENUE
PO BOX 59
BISMARCK, ND 58502-0059

HOME: (701) 258-9140
FAX: (701) 258-0271
TOLL-FREE 1-877-258-9140

RECEIVED

OCT 13 2009

MISSOURI RIVER
CONTRACTING INC.

Established in 1977

October 13, 2009

Scott Porsborg
Smith Bakke Posborg & Schweigert
PO Box 460
Bismarck, ND 58502-0460

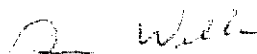
Dear Scott,

Based on discussions with Jeff Ubl, I have developed these estimates for the exterior improvements of your proposed new office building at 122 East Broadway Avenue, Bismarck, ND.

Masonry Repairs & Caulking	\$1,000.00	to \$10,000.00
Awnings	\$15,000.00	to \$25,000.00
Entrances, Windows, Doors, Pergola	\$30,000.00	to \$40,000.00
Landscaping	\$5,000.00	to \$10,000.00

Please contact me if you need more information.

Sincerely,



Gene Welle
Owner

Professional Contractors Inc.

RECEIVED

OCT 13 2009

1131 Airport Road
Bismarck, ND 58504
Phone [REDACTED]
Fax [REDACTED]

October 13, 2009

Attn: Scott Porsborg
Smith Bakke Porsborg & Schweigert
116 North 2nd Street
Bismarck, ND 58501

Re: MDU Building Renovation

Dear Scott:

The following are approximate costs for exterior improvements for various items requested.

- 1) Redo masonry control joints and re-caulk perimeter of aluminum windows and doors: Item #1: \$8,500.00
- 2) Add fabric window awnings to east and south elevations.
Total of 10-windows (Indigo Signs): Item #2: \$30,000.00
- 3) Landscaping/trees on east and south side of building: Item #3: \$12,000.00
- 4) New Entrance/Pergola
Includes:
 - A) Remove existing aluminum entrance and replace with aluminum window and masonry repair below new window.
 - B) Cut in new aluminum entrance at new addition.
 - C) Add wood pergola along south side of new addition. Item #4: \$24,500.00

Feel free to contact me for any questions or additional information you may need.

Sincerely,



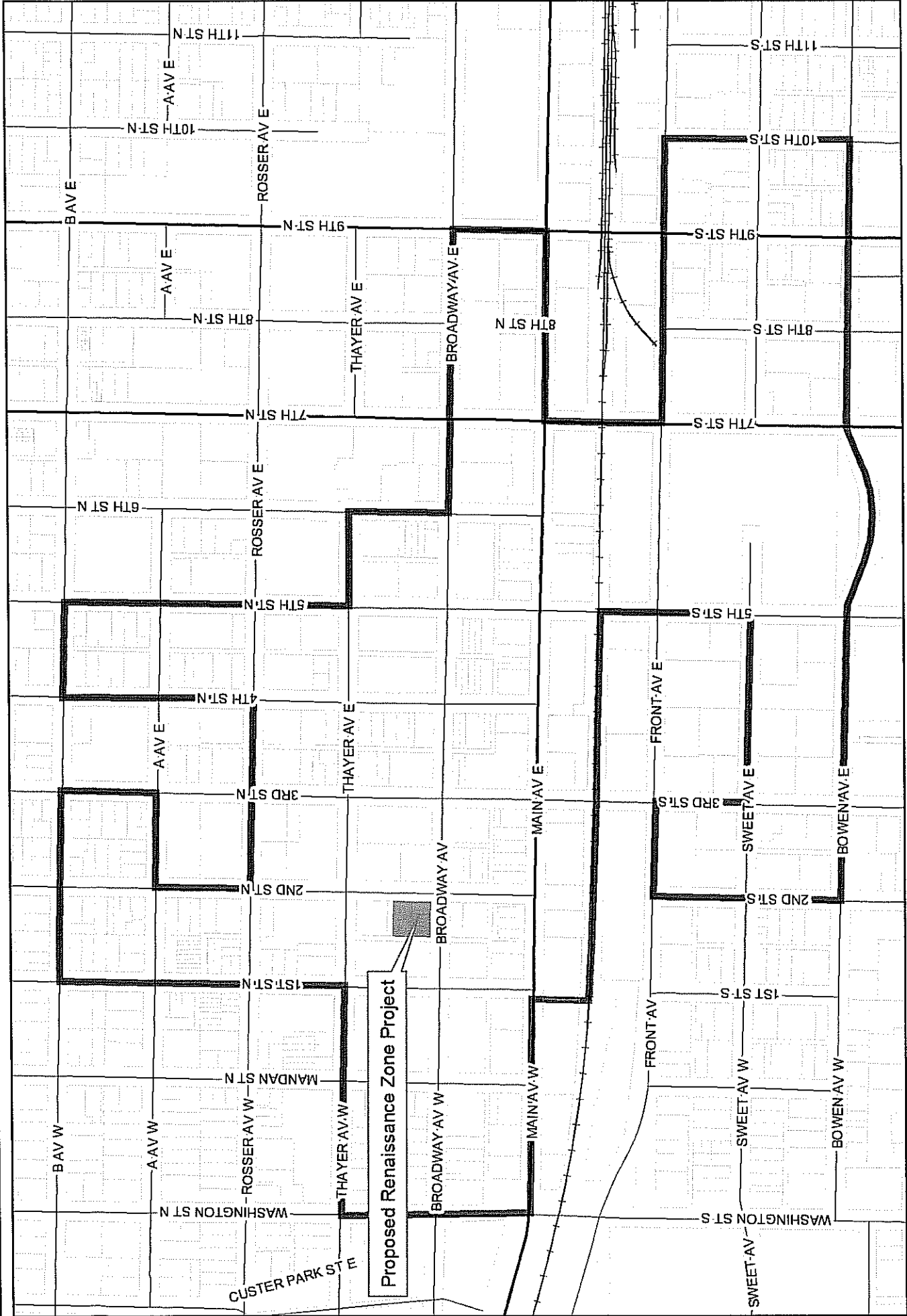
David Reis

BISMARCK RENAISSANCE ZONE AUTHORITY STAFF REPORT

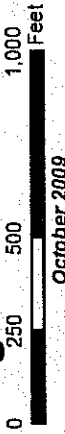
BACKGROUND:		
Title: Sheldon A. Smith, P.C. – Lease		
Status: Renaissance Zone Authority	Date: November 12, 2009	
Street Address: 112 East Broadway Avenue	Legal Description: Lots 7-12, Block 60, Original Plat	
Project Type: Lease	Renaissance Zone Block Number: Block Number 11	
Applicant: Sheldon A. Smith, P.C.	Owner: MDU	
Project Description: <p>Upon completion of the renovation for the above mentioned property by SRSSM Partnership, the applicant will be leasing office space for its legal practice with four other professional corporations. Each PC will occupy a designated space and will also have access to common work rooms and conference rooms.</p>		
PROJECT INFORMATION:		
Parcel Size: 21,750 square feet	Building Floor Area: 10,692 square feet (1 st & 2 nd floors only)	Certificate of Good Standing: Received
Lease Area: 848 square feet	Estimated Property Tax Benefit: N/A	Estimated Income Tax Benefit: \$192,500 over 5 years
PROJECT REVIEW GUIDELINES:		
High Priority Land Use: Yes – office/service	Targeted Area: Yes – vacant building	Public Space/Design: No
Capital Investment: N/A	New/Expanding Business: Yes – expanding business	Historic Property: No – non-contributing
FINDINGS:		
<ol style="list-style-type: none"> 1. The proposed use is consistent with the City's Renaissance Zone Development Plan. 2. The lease is for an expanding business moving within the Zone. The professional corporation is an attorney's office expanding within the Renaissance Zone. Additionally the business sees benefits in being located near the courthouse, meeting areas, lodging, and restaurants for business entertaining. 3. The building is being rehabilitated as a separate Renaissance Zone project by SRSSM Partnership. 4. The professional corporation's expected date of occupancy is April 1, 2010. 		
RECOMMENDATION:		
<p>Based on the above findings, staff recommends approval of the designation of the lease of space in the building at 122 East Broadway Avenue by Sheldon A. Smith, PC as a Renaissance Zone project, with an exemption from state tax on income derived from the business and investment location for five years beginning with the date of completion.</p>		

Title: Sheldon A. Smith, P.C.		Project Type: Lease	
Current Valuation: N/A		Proposed Capital Investment: N/A	
MINIMUM CRITERIA:		Possible Points	Staff Rating
Proposals Involving a Commercial Lease (Tenancy, Not Ownership):			
1	Use consistent with the Renaissance Zone Development Plan Specific goals: A1, A3, B2, C1, D1, D2, & D3	20	20
2	New business, expanding business or continuation of lease	10	10
3	Within building rehabilitated as an approved Zone project or investment of at least \$10 per square foot in improvements	10	10
4	Subtotal	40	40
PROJECT REVIEW GUIDELINES - REQUIRED:			
1	High Priority Land Use <ul style="list-style-type: none"> Primary sector business Active commercial, specialty retail and/or destination commercial Mixed use development Residential units, including single or multi-family units 	15	15
2	Capital Investment <ul style="list-style-type: none"> Consideration for level of capital investment (either by owner or lessee) 	15	15
3	Targeted Area <ul style="list-style-type: none"> Parcels that have been vacant or underutilized for an extended period Parcels specifically targeted for clearance 	15	15
4	Relocation (vs. New or Expanding Business) <ul style="list-style-type: none"> Relocation from within the downtown area (may not be eligible) Relocation from a community outside Bismarck area (may not be eligible) Maintaining existing business in the downtown area or expanding business 	15	15
	Subtotal	60	60
	TOTAL	100	100
PROJECT REVIEW GUIDELINES – OPTIONAL:			
1	Public Space/Design <ul style="list-style-type: none"> Incorporation of civic or public spaces Demonstrated commitment to strengthen pedestrian connections Attention to streetscape amenities and landscaping Attention to design and visual appearance 	10	0
2	Historic Preservation and Renovation <ul style="list-style-type: none"> Within the downtown historic district Contributing or non-contributing Historic preservation component 	10	0
	Additional Optional Points	20	0
	TOTAL	120	100

Proposed Renaissance Zone Project - 122 East Broadway - Lease



City of Bismarck - Community Development Department - Planning Division



This map is for representational use only and does not represent a survey. No liability is assumed as to the accuracy of the data delineated hereon.

October 2009

RENAISSANCE ZONE PROJECT APPLICATION**APPLICANT INFORMATION:**

Name: Sheldon A. Smith, P.C.

Phone Number: (701) 258-

Mailing Address: P.O. Box 460, Bismarck, ND 58502-0460

PROJECT INFORMATION:

Street Address: 122 E. Broadway Avenue, Bismarck, ND

Current Owner: MDU

Legal Description of Property: See legal description attached.

Current Use of Property: Office

Parcel Size in Square Feet: See legal description attached. Building Floor Area in Square Feet: 10,920 Square Feet

Type of Investment: ☐ purchase with major improvements ☐ rehabilitation ☒ lease ☐ new construction**Brief Project Description:**

Upon completion of renovation of the above-described property by SRSSM Partnership, Sheldon A. Smith, P.C. will be sharing office space with four other professional corporations. The projected occupancy date of its leased space is April, 2010. The five professional corporations will share rent based upon a formula subject to the number of staff each individual professional corporation has. No private investment will be put forth by Sheldon A. Smith, P.C. because rehabilitation is being conducted by SRSSM Partnership. However, the costs for the renovation will be divided equally amongst the five professional corporations. Sheldon A. Smith, P.C. believes that leasing office space in the downtown Renaissance Zone area for its legal practice is favorable as it is near the district courthouse and Federal Courthouse. Parking is plentiful and access to major streets throughout town as well as major highways is convenient. Further, access to hotels and dining provides ease and comfort for clients that often travel from out of town for appointments and trials.

Additional Information for Applicants:

- A Renaissance Zone Project must be approved by both the City and the State before the qualifying event occurs (purchase, rehabilitation, lease or new construction).
- Any material change to an approved Renaissance Zone Project, including changes to building materials, building elevations or site design, must be approved by the Renaissance Zone Authority.
- An approved Renaissance Zone Project not completed within 12 months of the anticipated completion date is subject to review by the Renaissance Zone Authority.

ATTACHMENTS:

The following information must also be submitted with the application:

- **For all projects -**
 - o Detailed project description including cost estimates, any impact of the project on historic properties, anticipated tenant mix, the current building valuation, and the estimated building valuation upon completion of project.
 - o Narrative discussing why the applicant wants to participate in the Renaissance Zone Program and what is expected from such participation.
 - o Description of how the project meets specific Renaissance Zone goals and objectives.
 - o An estimate of both the property tax benefit and the state income tax benefit to the applicant for five years (to demonstrate the impact of Zone incentives).
 - o A Certificate of Good Standing from the Office of the State Tax Commissioner (to show that the applicant is current on state taxes).
 - o Current photo(s) of property.
 - o Proposed building elevations, with exterior building material and color clearly indicated.
 - o Proposed site plan showing location of building and any streetscape/landscaping.
 - o A project time table, including the anticipated start and completion dates.
 - o Any additional information the applicant believes will help the Renaissance Zone Authority make a decision regarding the project.
- **For rehabilitation projects -**
 - o Documentation that the re-investment is no less than 50 percent of the current true and full value of the building and \$25 per square foot for commercial projects or no less than 20 percent of the current true and full value of the building and \$15 per square foot for single family homes.
- **For new construction projects -**
 - o Documentation that investment is at least \$75 per square foot.
- **For lease projects -**
 - o Documentation that lease is within a building rehabilitated as an approved Zone project or investment is at least \$10 per square foot.

CERTIFICATION:

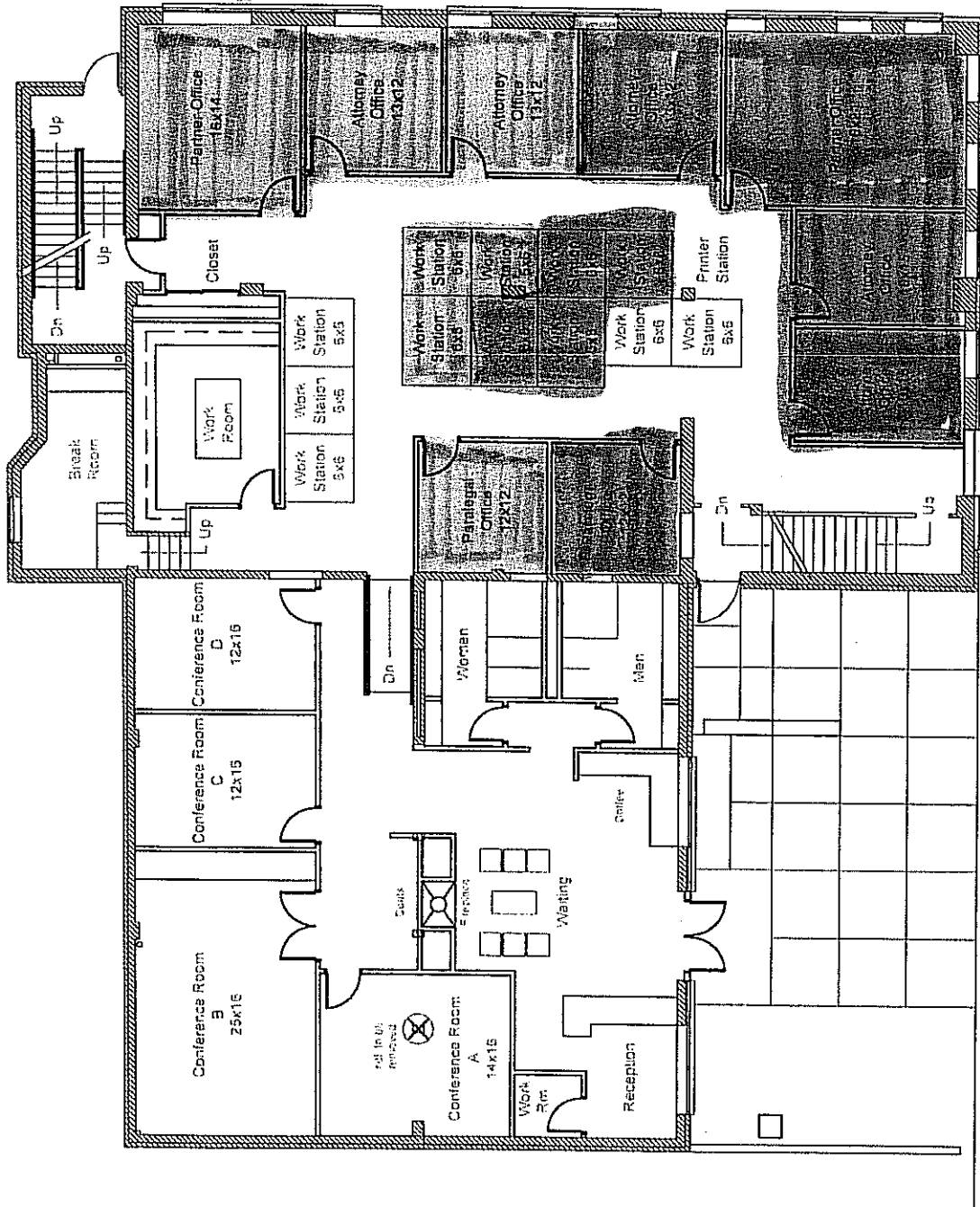
Applicant certifies that, to the best of his/her knowledge and belief, the information contained in the application and attached hereto is true and correct. If the project is a single-family residence, applicant also certifies that the property is his/her primary place of residence.

Signature

Date

10/26/09

Suzanne Schweigert
 Randall Balke
 Scott Forsberg
 Sheldon Smith
 Mitch Armstrong

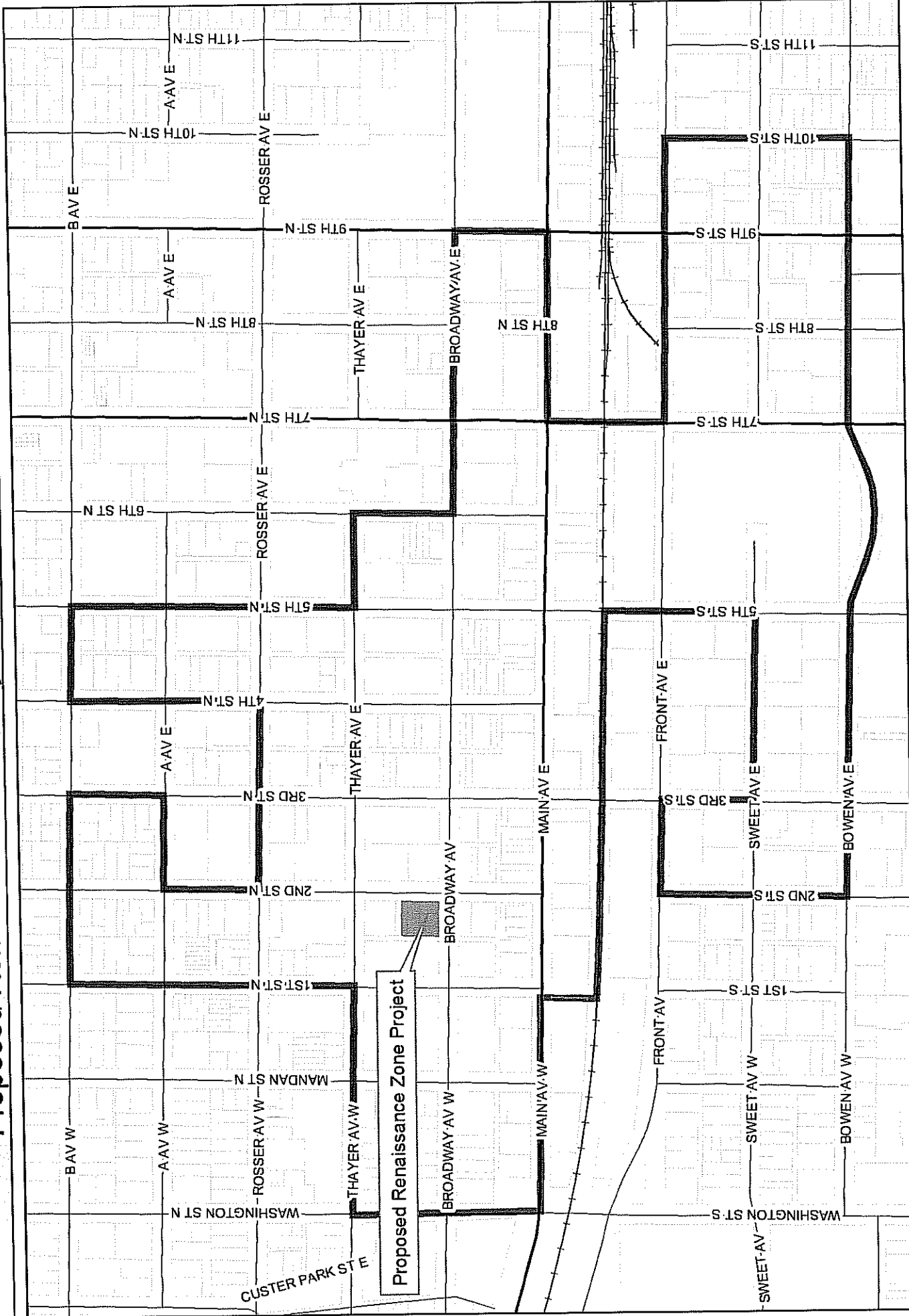


BISMARCK RENAISSANCE ZONE AUTHORITY STAFF REPORT

BACKGROUND:		
Title: Randall J. Bakke, P.C.– Lease		
Status: Renaissance Zone Authority	Date: November 12, 2009	
Street Address: 112 East Broadway Avenue	Legal Description: Lots 7-12, Block 60, Original Plat	
Project Type: Lease	Renaissance Zone Block Number: Block Number 11	
Applicant: Randall J. Bakke, P.C.	Owner: MDU	
Project Description: Upon completion of the renovation for the above mentioned property by SRSSM Partnership, the applicant will be leasing office space for its legal practice with four other professional corporations. Each PC will occupy a designated space and will also have access to common work rooms and conference rooms.		
PROJECT INFORMATION:		
Parcel Size: 21,750 square feet	Building Floor Area: 10,692 square feet (1 st & 2 nd floors only)	Certificate of Good Standing: Received
Lease Area: 1,116 square feet	Estimated Property Tax Benefit: N/A	Estimated Income Tax Benefit: \$192,500 over 5 years
PROJECT REVIEW GUIDELINES:		
High Priority Land Use: Yes – office/service	Targeted Area: Yes – vacant building	Public Space/Design: No
Capital Investment: N/A	New/Expanding Business: Yes – expanding business	Historic Property: No – non-contributing
FINDINGS:		
<ol style="list-style-type: none"> 1. The proposed use is consistent with the City's Renaissance Zone Development Plan. 2. The lease is for an expanding business moving within the Zone. The professional corporation is an attorney's office expanding within the Renaissance Zone. Additionally the business sees benefits in being located near the courthouse, meeting areas, lodging, and restaurants for business entertaining. 3. The building is being rehabilitated as a separate Renaissance Zone project by SRSSM Partnership. 4. The professional corporation's expected date of occupancy is April 1, 2010. 		
RECOMMENDATION:		
Based on the above findings, staff recommends approval of the designation of the lease of space in the building at 122 East Broadway Avenue by Randall J. Bakke, PC as a Renaissance Zone project, with an exemption from state tax on income derived from the business and investment location for five years beginning with the date of completion.		

Title: Randall J. Bakke, P.C.		Project Type: Lease	
Current Valuation: N/A		Proposed Capital Investment: N/A	
MINIMUM CRITERIA:		Possible Points	Staff Rating
Proposals Involving a Commercial Lease (Tenancy, Not Ownership):			
1	Use consistent with the Renaissance Zone Development Plan Specific goals: A1, A3, B2, C1, D1, D2, & D3	20	20
2	New business, expanding business <u>or</u> continuation of lease	10	10
3	Within building rehabilitated as an approved Zone project <u>or</u> investment of at least \$10 per square foot in improvements	10	10
4	Subtotal	40	40
PROJECT REVIEW GUIDELINES - REQUIRED:			
1	High Priority Land Use <ul style="list-style-type: none"> Primary sector business Active commercial, specialty retail and/or destination commercial Mixed use development Residential units, including single or multi-family units 	15	15
2	Capital Investment <ul style="list-style-type: none"> Consideration for level of capital investment (either by owner or lessee) 	15	15
3	Targeted Area <ul style="list-style-type: none"> Parcels that have been vacant or underutilized for an extended period Parcels specifically targeted for clearance 	15	15
4	Relocation (vs. New or Expanding Business) <ul style="list-style-type: none"> Relocation from within the downtown area (may not be eligible) Relocation from a community outside Bismarck area (may not be eligible) Maintaining existing business in the downtown area or expanding business 	15	15
	Subtotal	60	60
	TOTAL	100	100
PROJECT REVIEW GUIDELINES – OPTIONAL:			
1	Public Space/Design <ul style="list-style-type: none"> Incorporation of civic or public spaces Demonstrated commitment to strengthen pedestrian connections Attention to streetscape amenities and landscaping Attention to design and visual appearance 	10	0
2	Historic Preservation and Renovation <ul style="list-style-type: none"> Within the downtown historic district Contributing or non-contributing Historic preservation component 	10	0
	Additional Optional Points	20	0
	TOTAL	120	100

Proposed Renaissance Zone Project - 122 East Broadway - Lease



RECEIVED

OCT 26 2009

RENAISSANCE ZONE PROJECT APPLICATION

APPLICANT INFORMATION:

Name: Randall J. Bakke, P.C.

Phone Number: (701) 258-

Mailing Address: P.O. Box 460, Bismarck, ND 58502-0460

PROJECT INFORMATION:

Street Address: 122 E. Broadway Avenue, Bismarck, ND

Current Owner: MDU

Legal Description of Property: See legal description attached.

Current Use of Property: Office

Parcel Size in Square Feet: See legal description attached.

Building Floor Area in Square Feet: 10,920 Square Feet

Type of Investment: ☐ purchase with major improvements ☐ rehabilitation ☒ lease ☐ new construction

Brief Project Description:

Upon completion of renovation of the above-described property by SRSSM Partnership, Randall J. Bakke, P.C. will be sharing office space with four other professional corporations. The projected occupancy date of its leased space is April, 2010. The five professional corporations will share rent based upon a formula subject to the number of staff each individual professional corporation has. No private investment will be put forth by Randall J. Bakke, P.C. because rehabilitation is being conducted by SRSSM Partnership. However, the costs for the renovation will be divided equally amongst the five professional corporations. Randall J. Bakke, P.C. believes that leasing office space in the downtown Renaissance Zone area for its legal practice is favorable as it is near the district courthouse and Federal Courthouse. Parking is plentiful and access to major streets throughout town as well as major highways is convenient. Further, access to hotels and dining provides ease and comfort for clients that often travel from out of town for appointments and trials.

Additional Information for Applicants:

- A Renaissance Zone Project must be approved by both the City and the State before the qualifying event occurs (purchase, rehabilitation, lease or new construction).
- Any material change to an approved Renaissance Zone Project, including changes to building materials, building elevations or site design, must be approved by the Renaissance Zone Authority.
- An approved Renaissance Zone Project not completed within 12 months of the anticipated completion date is subject to review by the Renaissance Zone Authority.

ATTACHMENTS:

The following information must also be submitted with the application:

- **For all projects -**
 - o Detailed project description including cost estimates, any impact of the project on historic properties, anticipated tenant mix, the current building valuation, and the estimated building valuation upon completion of project.
 - o Narrative discussing why the applicant wants to participate in the Renaissance Zone Program and what is expected from such participation.
 - o Description of how the project meets specific Renaissance Zone goals and objectives.
 - o An estimate of both the property tax benefit and the state income tax benefit to the applicant for five years (to demonstrate the impact of Zone incentives).
 - o A Certificate of Good Standing from the Office of the State Tax Commissioner (to show that the applicant is current on state taxes).
 - o Current photo(s) of property.
 - o Proposed building elevations, with exterior building material and color clearly indicated.
 - o Proposed site plan showing location of building and any streetscape/landscaping.
 - o A project time table, including the anticipated start and completion dates.
 - o Any additional information the applicant believes will help the Renaissance Zone Authority make a decision regarding the project.
- **For rehabilitation projects -**
 - o Documentation that the re-investment is no less than 50 percent of the current true and full value of the building and \$25 per square foot for commercial projects or no less than 20 percent of the current true and full value of the building and \$15 per square foot for single family homes.
- **For new construction projects -**
 - o Documentation that investment is at least \$75 per square foot.
- **For lease projects -**
 - o Documentation that lease is within a building rehabilitated as an approved Zone project or investment is at least \$10 per square foot.

CERTIFICATION:

Applicant certifies that, to the best of his/her knowledge and belief, the information contained in the application and attached hereto is true and correct. If the project is a single-family residence, applicant also certifies that the property is his/her primary place of residence.



Signature

10-23-09

Date

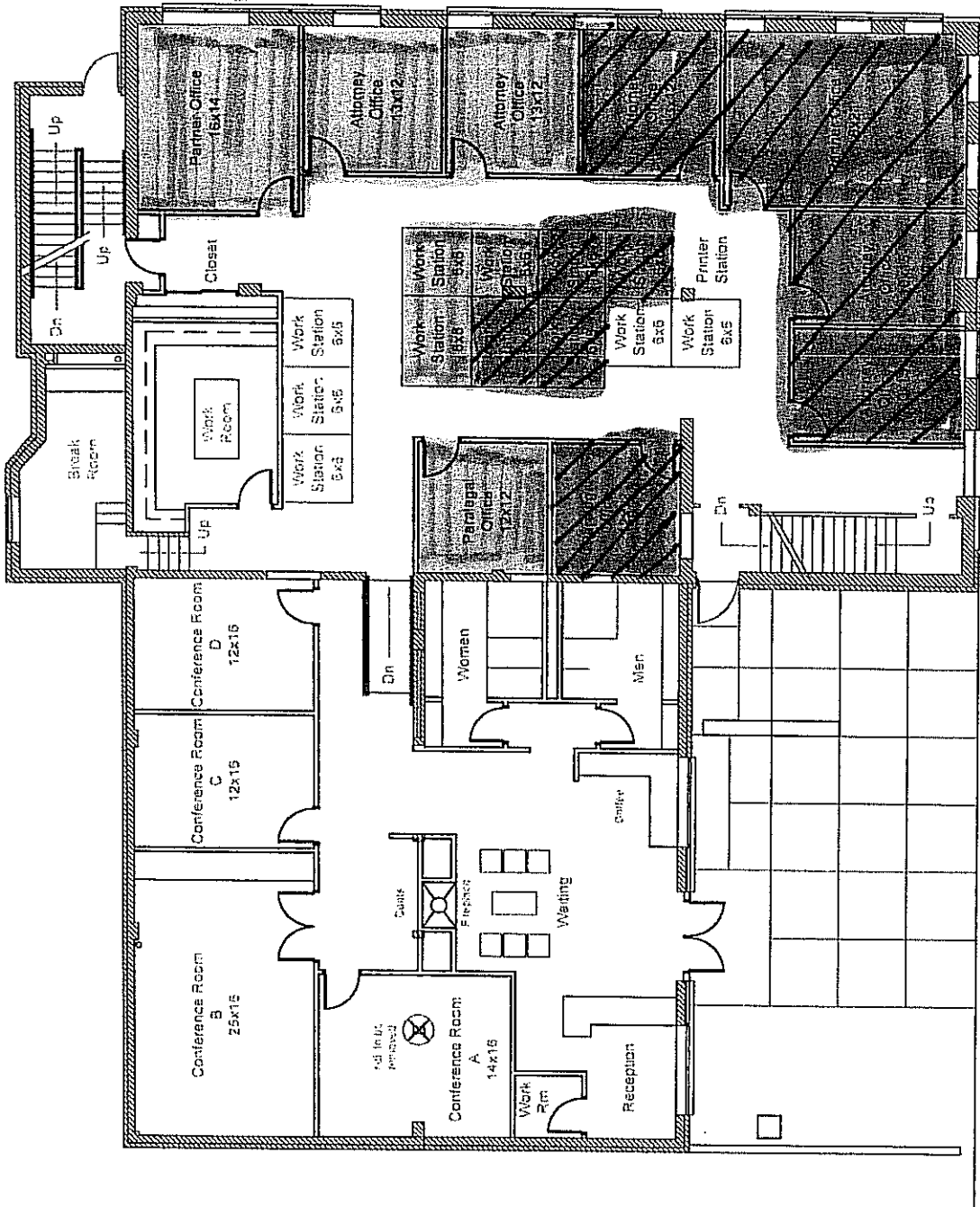
Suzanne Schweigert

Randall Balke

Scott Forsborg

Sheldon Smith

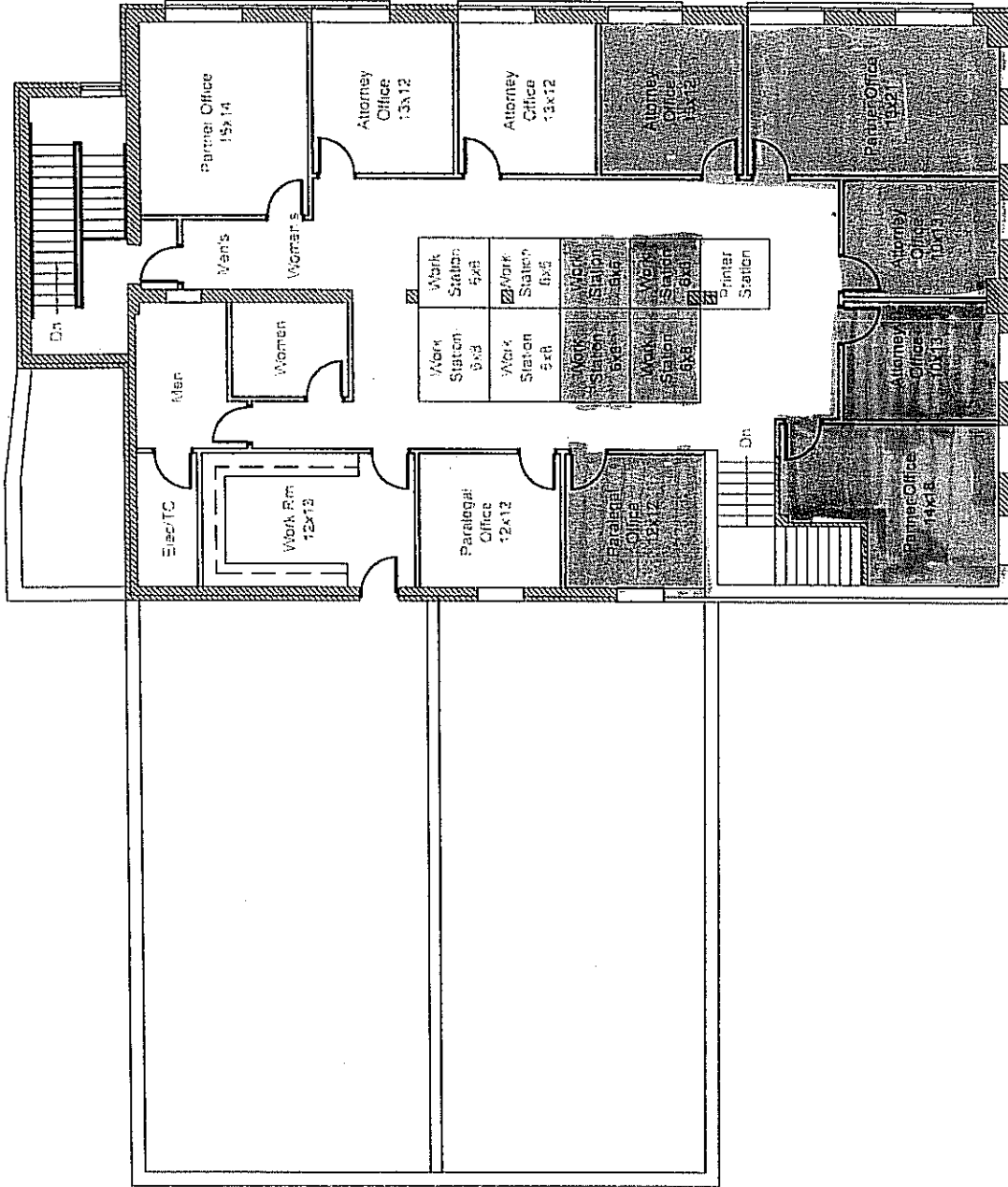
Mitch Armstrong



First Floor - Version 5

02 November 2009

Suzanne Schweigert
 Randall Bakke
 Scott Persborg
 Sheldon Smith
 Mitch Armstrong

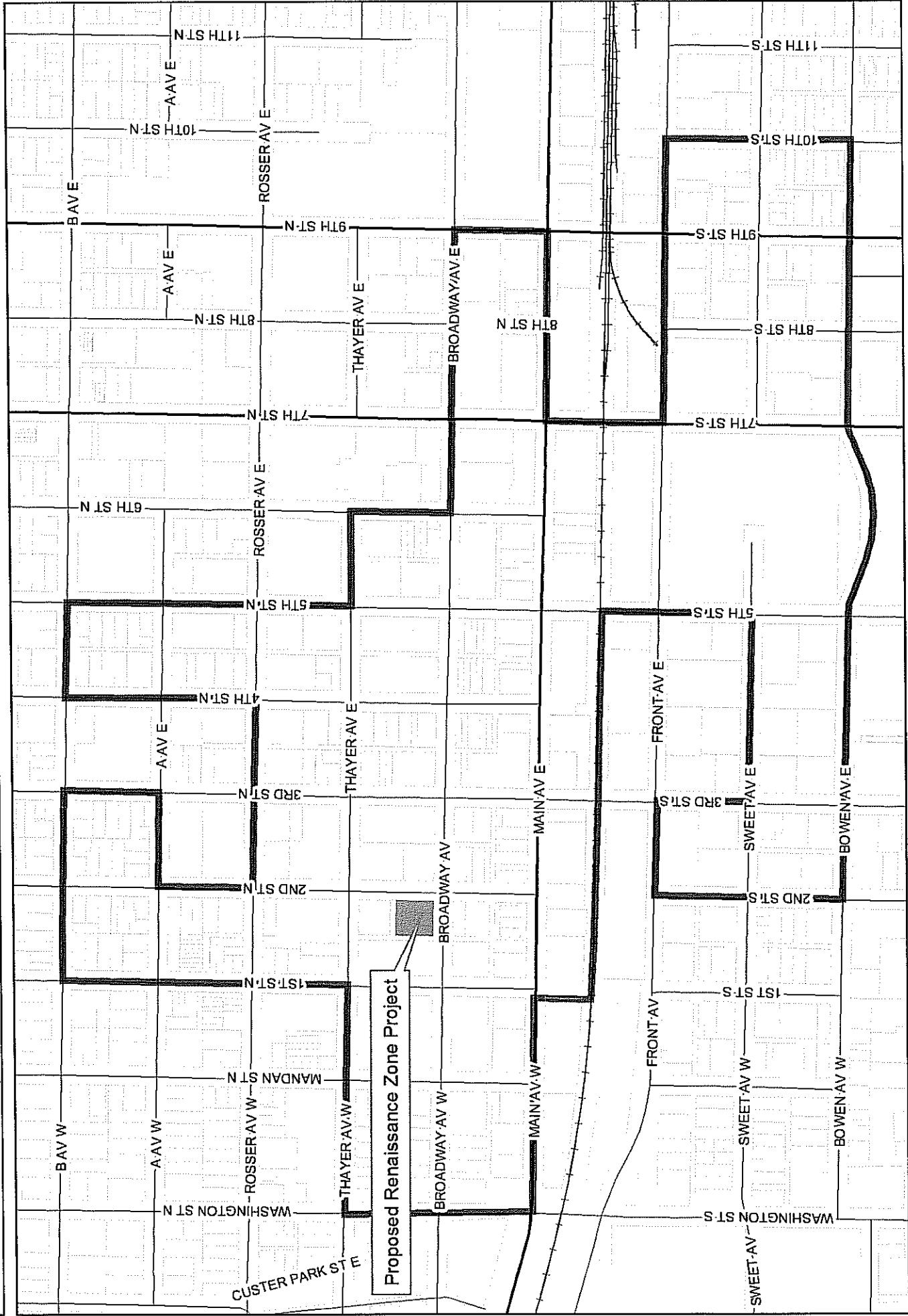


**BISMARCK RENAISSANCE ZONE AUTHORITY
STAFF REPORT**

BACKGROUND:		
Title: Scott K. Porsborg, P.C. – Lease		
Status: Renaissance Zone Authority	Date: November 12, 2009	
Street Address: 112 East Broadway Avenue	Legal Description: Lots 7-12, Block 60, Original Plat	
Project Type: Lease	Renaissance Zone Block Number: Block Number 11	
Applicant: Scott K. Porsborg, P.C.	Owner: MDU	
Project Description: Upon completion of the renovation for the above mentioned property by SRSSM Partnership, the applicant will be leasing office space for its legal practice with four other professional corporations. Each PC will occupy a designated space and will also have access to common work rooms and conference rooms.		
PROJECT INFORMATION:		
Parcel Size: 21,750 square feet	Building Floor Area: 10,692 square feet (1 st & 2 nd floors only)	Certificate of Good Standing: Received
Lease Area: 823 square feet	Estimated Property Tax Benefit: N/A	Estimated Income Tax Benefit: \$192,500 over 5 years
PROJECT REVIEW GUIDELINES:		
High Priority Land Use: Yes – office/service	Targeted Area: Yes – vacant building	Public Space/Design: No
Capital Investment: N/A	New/Expanding Business: Yes – expanding business	Historic Property: No – non-contributing
FINDINGS:		
<ol style="list-style-type: none"> 1. The proposed use is consistent with the City's Renaissance Zone Development Plan. 2. The lease is for an expanding business moving within the Zone. The professional corporation is an attorney's office expanding within the Renaissance Zone. Additionally the business sees benefits in being located near the courthouse, meeting areas, lodging, and restaurants for business entertaining. 3. The building is being rehabilitated as a separate Renaissance Zone project by SRSSM Partnership. 4. The professional corporation's expected date of occupancy is April 1, 2010. 		
RECOMMENDATION:		
Based on the above findings, staff recommends approval of the designation of the lease of space in the building at 122 East Broadway Avenue by Scott K. Porsborg, PC as a Renaissance Zone project, with an exemption from state tax on income derived from the business and investment location for five years beginning with the date of completion.		

Title: Scott K. Porsborg, P.C.		Project Type: Lease	
Current Valuation: N/A		Proposed Capital Investment: N/A	
MINIMUM CRITERIA:		Possible Points	Staff Rating
Proposals Involving a Commercial Lease (Tenancy, Not Ownership):			
1	Use consistent with the Renaissance Zone Development Plan Specific goals: A1, A3, B2, C1, D1, D2, & D3	20	20
2	New business, expanding business <u>or</u> continuation of lease	10	10
3	Within building rehabilitated as an approved Zone project <u>or</u> investment of at least \$10 per square foot in improvements	10	10
4	Subtotal	40	40
PROJECT REVIEW GUIDELINES - REQUIRED:			
1	High Priority Land Use <ul style="list-style-type: none"> • Primary sector business • Active commercial, specialty retail and/or destination commercial • Mixed use development • Residential units, including single or multi-family units 	15	15
2	Capital Investment <ul style="list-style-type: none"> • Consideration for level of capital investment (either by owner or lessee) 	15	15
3	Targeted Area <ul style="list-style-type: none"> • Parcels that have been vacant or underutilized for an extended period • Parcels specifically targeted for clearance 	15	15
4	Relocation (vs. New or Expanding Business) <ul style="list-style-type: none"> • Relocation from within the downtown area (may not be eligible) • Relocation from a community outside Bismarck area (may not be eligible) • Maintaining existing business in the downtown area or expanding business 	15	15
	Subtotal	60	60
	TOTAL	100	100
PROJECT REVIEW GUIDELINES – OPTIONAL:			
1	Public Space/Design <ul style="list-style-type: none"> • Incorporation of civic or public spaces • Demonstrated commitment to strengthen pedestrian connections • Attention to streetscape amenities and landscaping • Attention to design and visual appearance 	10	0
2	Historic Preservation and Renovation <ul style="list-style-type: none"> • Within the downtown historic district • Contributing or non-contributing • Historic preservation component 	10	0
	Additional Optional Points	20	0
	TOTAL	120	100

Proposed Renaissance Zone Project - 122 East Broadway - Lease



RECEIVED

OCT 26 2009

RENAISSANCE ZONE PROJECT APPLICATION

APPLICANT INFORMATION:

Name: Scott K. Porsborg, P.C.

Phone Number: (701) 258-

Mailing Address: P.O. Box 460, Bismarck, ND 58502-0460

PROJECT INFORMATION:

Street Address: 122 E. Broadway Avenue, Bismarck, ND

Current Owner: MDU

Legal Description of Property: See legal description attached.

Current Use of Property: Office

Parcel Size in Square Feet: See legal description attached.

Building Floor Area in Square Feet: 10,920 Square Feet

Type of Investment: ☐ purchase with major improvements ☐ rehabilitation ☒ lease ☐ new construction

Brief Project Description:

Upon completion of renovation of the above-described property by SRSSM Partnership, Scott K. Porsborg, P.C. will be sharing office space with four other professional corporations. The projected occupancy date of its leased space is April, 2010. The five professional corporations will share rent based upon a formula subject to the number of staff each individual professional corporation has. No private investment will be put forth by Scott K. Porsborg, P.C. because rehabilitation is being conducted by SRSSM Partnership. However, the costs for the renovation will be divided equally amongst the five professional corporations. Scott K. Porsborg, P.C. believes that leasing office space in the downtown Renaissance Zone area for its legal practice is favorable as it is near the district courthouse and Federal Courthouse. Parking is plentiful and access to major streets throughout town as well as major highways is convenient. Further, access to hotels and dining provides ease and comfort for clients that often travel from out of town for appointments and trials.

Additional Information for Applicants:

- A Renaissance Zone Project must be approved by both the City and the State before the qualifying event occurs (purchase, rehabilitation, lease or new construction).
- Any material change to an approved Renaissance Zone Project, including changes to building materials, building elevations or site design, must be approved by the Renaissance Zone Authority.
- An approved Renaissance Zone Project not completed within 12 months of the anticipated completion date is subject to review by the Renaissance Zone Authority.

ATTACHMENTS:

The following information must also be submitted with the application:

- **For all projects -**
 - Detailed project description including cost estimates, any impact of the project on historic properties, anticipated tenant mix, the current building valuation, and the estimated building valuation upon completion of project.
 - Narrative discussing why the applicant wants to participate in the Renaissance Zone Program and what is expected from such participation.
 - Description of how the project meets specific Renaissance Zone goals and objectives.
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 - A Certificate of Good Standing from the Office of the State Tax Commissioner (to show that the applicant is current on state taxes).
 - Current photo(s) of property.
 - Proposed building elevations, with exterior building material and color clearly indicated.
 - Proposed site plan showing location of building and any streetscape/landscaping.
 - A project time table, including the anticipated start and completion dates.
 - Any additional information the applicant believes will help the Renaissance Zone Authority make a decision regarding the project.
- **For rehabilitation projects -**
 - Documentation that the re-investment is no less than 50 percent of the current true and full value of the building and \$25 per square foot for commercial projects or no less than 20 percent of the current true and full value of the building and \$15 per square foot for single family homes.
- **For new construction projects -**
 - Documentation that investment is at least \$75 per square foot.
- **For lease projects -**
 - Documentation that lease is within a building rehabilitated as an approved Zone project or investment is at least \$10 per square foot.

CERTIFICATION:

Applicant certifies that, to the best of his/her knowledge and belief, the information contained in the application and attached hereto is true and correct. If the project is a single-family residence, applicant also certifies that the property is his/her primary place of residence.

Signature



Date

10/26/69

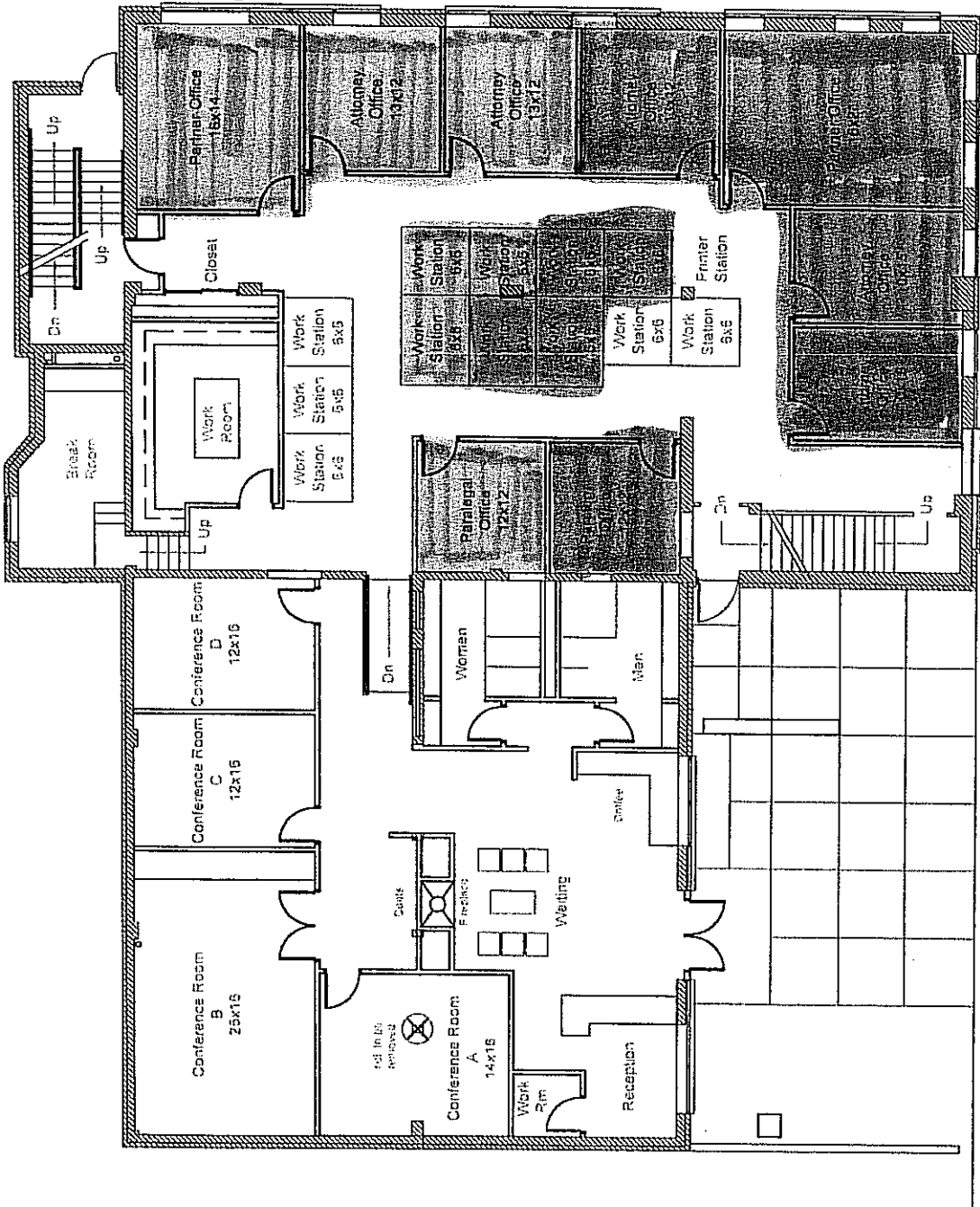
Suzanne Schweigert

Randall Balke

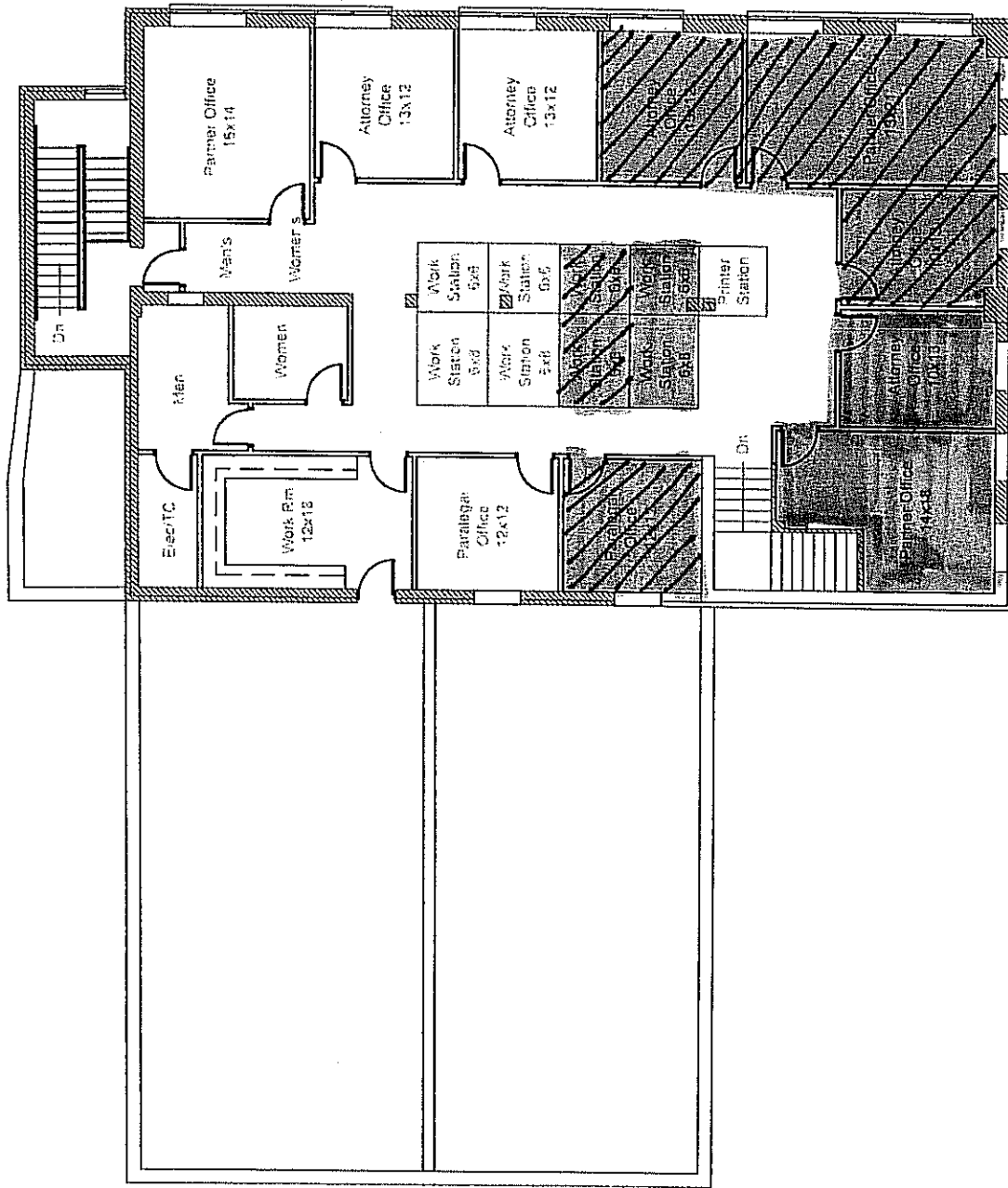
Scott Rosenberg

Sheldon Smith

Mitch Armstrong



Suzanne Schweigert
 Randall Bakke
 Scott Persborg
 Sheldon Smith
 Mitch Armstrongs



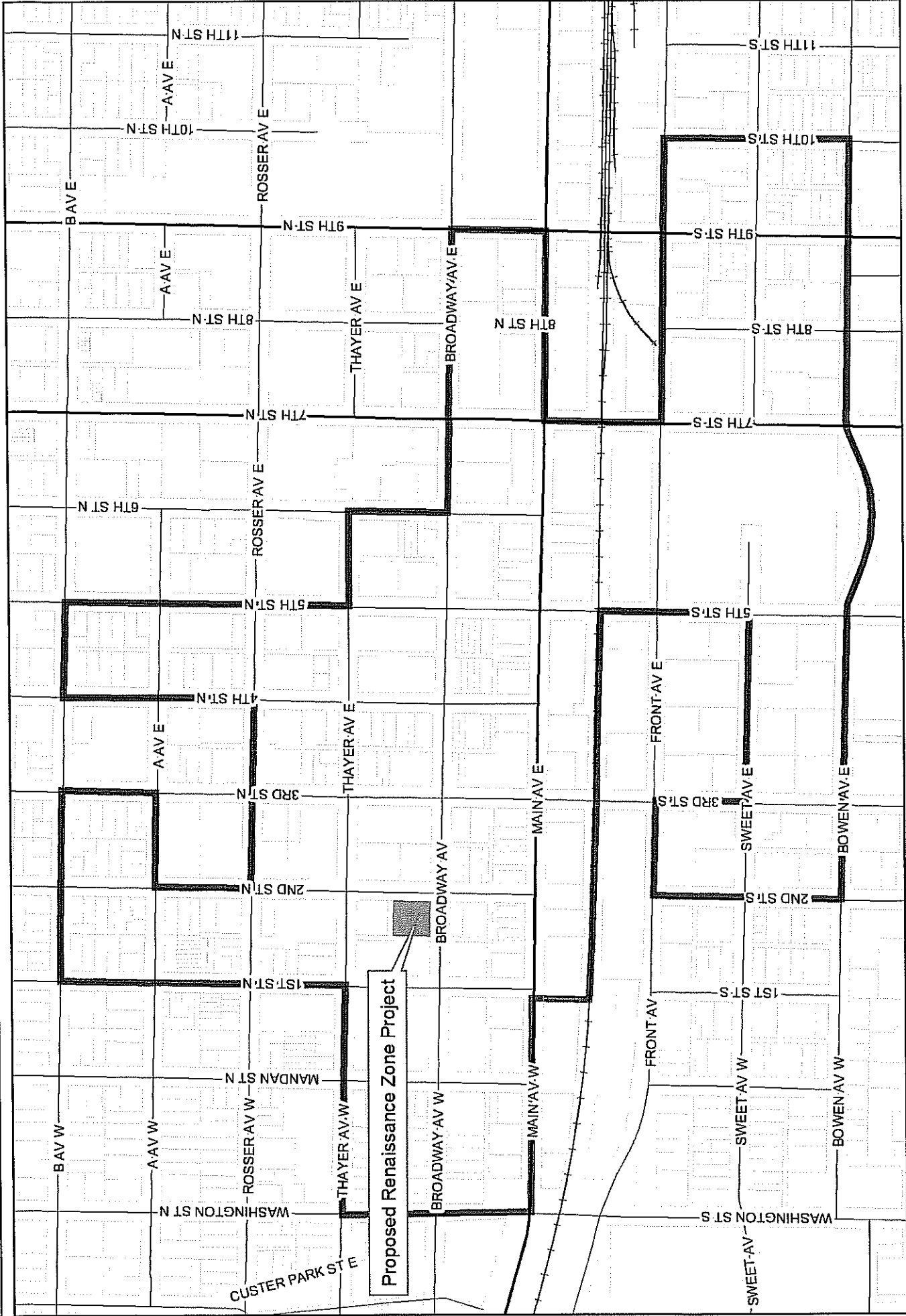
Second Floor - Version 3
 29 October 2009

**BISMARCK RENAISSANCE ZONE AUTHORITY
STAFF REPORT**

BACKGROUND:		
Title: Mitchell D. Armstrong, P.C. – Lease		
Status: Renaissance Zone Authority	Date: November 12, 2009	
Street Address: 112 East Broadway Avenue	Legal Description: Lots 7-12, Block 60, Original Plat	
Project Type: Lease	Renaissance Zone Block Number: Block Number 11	
Applicant: Mitchell D. Armstrong, P.C.	Owner: MDU	
Project Description: Upon completion of the renovation for the above mentioned property by SRSSM Partnership, the applicant will be leasing office space for its legal practice with four other professional corporations. Each PC will occupy a designated space and will also have access to common work rooms and conference rooms.		
PROJECT INFORMATION:		
Parcel Size: 21,750 square feet	Building Floor Area: 10,692 square feet (1 st & 2 nd floors only)	Certificate of Good Standing: Received
Lease Area: 418 square feet	Estimated Property Tax Benefit: N/A	Estimated Income Tax Benefit: \$192,500 over 5 years
PROJECT REVIEW GUIDELINES:		
High Priority Land Use: Yes – office/service	Targeted Area: Yes – vacant building	Public Space/Design: No
Capital Investment: N/A	New/Expanding Business: Yes – expanding business	Historic Property: No – non-contributing
FINDINGS:		
<ol style="list-style-type: none"> 1. The proposed use is consistent with the City's Renaissance Zone Development Plan. 2. The lease is for an expanding business moving within the Zone. The professional corporation is an attorney's office expanding within the Renaissance Zone. Additionally the business sees benefits in being located near the courthouse, meeting areas, lodging, and restaurants for business entertaining. 3. The building is being rehabilitated as a separate Renaissance Zone project by SRSSM Partnership. 4. The professional corporation's expected date of occupancy is April 1, 2010. 		
RECOMMENDATION:		
Based on the above findings, staff recommends approval of the designation of the lease of space in the building at 122 East Broadway Avenue by Mitchell D. Armstrong, PC as a Renaissance Zone project, with an exemption from state tax on income derived from the business and investment location for five years beginning with the date of completion.		

Title: Mitchell D. Armstrong, P.C.		Project Type: Lease	
Current Valuation: N/A		Proposed Capital Investment: N/A	
MINIMUM CRITERIA:		Possible Points	Staff Rating
Proposals Involving a Commercial Lease (Tenancy, Not Ownership):			
1	Use consistent with the Renaissance Zone Development Plan Specific goals: A1, A3, B2, C1, D1, D2, & D3	20	20
2	New business, expanding business or continuation of lease	10	10
3	Within building rehabilitated as an approved Zone project or investment of at least \$10 per square foot in improvements	10	10
4	Subtotal	40	40
PROJECT REVIEW GUIDELINES - REQUIRED:			
1	High Priority Land Use <ul style="list-style-type: none"> Primary sector business Active commercial, specialty retail and/or destination commercial Mixed use development Residential units, including single or multi-family units 	15	15
2	Capital Investment <ul style="list-style-type: none"> Consideration for level of capital investment (either by owner or lessee) 	15	15
3	Targeted Area <ul style="list-style-type: none"> Parcels that have been vacant or underutilized for an extended period Parcels specifically targeted for clearance 	15	15
4	Relocation (vs. New or Expanding Business) <ul style="list-style-type: none"> Relocation from within the downtown area (may not be eligible) Relocation from a community outside Bismarck area (may not be eligible) Maintaining existing business in the downtown area or expanding business 	15	15
	Subtotal	60	60
	TOTAL	100	100
PROJECT REVIEW GUIDELINES – OPTIONAL:			
1	Public Space/Design <ul style="list-style-type: none"> Incorporation of civic or public spaces Demonstrated commitment to strengthen pedestrian connections Attention to streetscape amenities and landscaping Attention to design and visual appearance 	10	0
2	Historic Preservation and Renovation <ul style="list-style-type: none"> Within the downtown historic district Contributing or non-contributing Historic preservation component 	10	0
	Additional Optional Points	20	0
	TOTAL	120	100

Proposed Renaissance Zone Project - 122 East Broadway - Lease



RECEIVED

OCT 26 2009

RENAISSANCE ZONE PROJECT APPLICATION

APPLICANT INFORMATION:

Name: Mitchell D. Armstrong, P.C.

Phone Number: (701) 258-

Mailing Address: P.O. Box 460, Bismarck, ND 58502-0460

PROJECT INFORMATION:

Street Address: 122 E. Broadway Avenue, Bismarck, ND

Current Owner: MDU

Legal Description of Property: See legal description attached.

Current Use of Property: Office

Parcel Size in Square Feet: See legal description attached.

Building Floor Area in Square Feet: 10,920 Square Feet

Type of Investment: ☐ purchase with major improvements ☐ rehabilitation ☒ lease ☐ new construction

Brief Project Description:

Upon completion of renovation of the above-described property by SRSSM Partnership, Mitchell D. Armstrong, P.C. will be sharing office space with four other professional corporations. The projected occupancy date of its leased space is April, 2010. The five professional corporations will share rent based upon a formula subject to the number of staff each individual professional corporation has. No private investment will be put forth by Mitchell D. Armstrong, P.C. because rehabilitation is being conducted by SRSSM Partnership. However, the costs for the renovation will be divided equally amongst the five professional corporations. Mitchell D. Armstrong, P.C. believes that leasing office space in the downtown Renaissance Zone area for its legal practice is favorable as it is near the district courthouse and Federal Courthouse. Parking is plentiful and access to major streets throughout town as well as major highways is convenient. Further, access to hotels and dining provides ease and comfort for clients that often travel from out of town for appointments and trials.

Additional Information for Applicants:

- A Renaissance Zone Project must be approved by both the City and the State before the qualifying event occurs (purchase, rehabilitation, lease or new construction).
- Any material change to an approved Renaissance Zone Project, including changes to building materials, building elevations or site design, must be approved by the Renaissance Zone Authority.
- An approved Renaissance Zone Project not completed within 12 months of the anticipated completion date is subject to review by the Renaissance Zone Authority.

ATTACHMENTS:

The following information must also be submitted with the application:

- **For all projects -**

- o Detailed project description including cost estimates, any impact of the project on historic properties, anticipated tenant mix, the current building valuation, and the estimated building valuation upon completion of project.
- o Narrative discussing why the applicant wants to participate in the Renaissance Zone Program and what is expected from such participation.
- o Description of how the project meets specific Renaissance Zone goals and objectives.
- o An estimate of both the property tax benefit and the state income tax benefit to the applicant for five years (to demonstrate the impact of Zone incentives).
- o A Certificate of Good Standing from the Office of the State Tax Commissioner (to show that the applicant is current on state taxes).
- o Current photo(s) of property.
- o Proposed building elevations, with exterior building material and color clearly indicated.
- o Proposed site plan showing location of building and any streetscape/landscaping.
- o A project time table, including the anticipated start and completion dates.
- o Any additional information the applicant believes will help the Renaissance Zone Authority make a decision regarding the project.

- **For rehabilitation projects -**

- o Documentation that the re-investment is no less than 50 percent of the current true and full value of the building and \$25 per square foot for commercial projects or no less than 20 percent of the current true and full value of the building and \$15 per square foot for single family homes.

- **For new construction projects -**

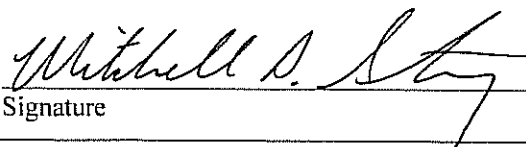
- o Documentation that investment is at least \$75 per square foot.

- **For lease projects -**

- o Documentation that lease is within a building rehabilitated as an approved Zone project or investment is at least \$10 per square foot.

CERTIFICATION:

Applicant certifies that, to the best of his/her knowledge and belief, the information contained in the application and attached hereto is true and correct. If the project is a single-family residence, applicant also certifies that the property is his/her primary place of residence.


Signature

10/23/09
Date

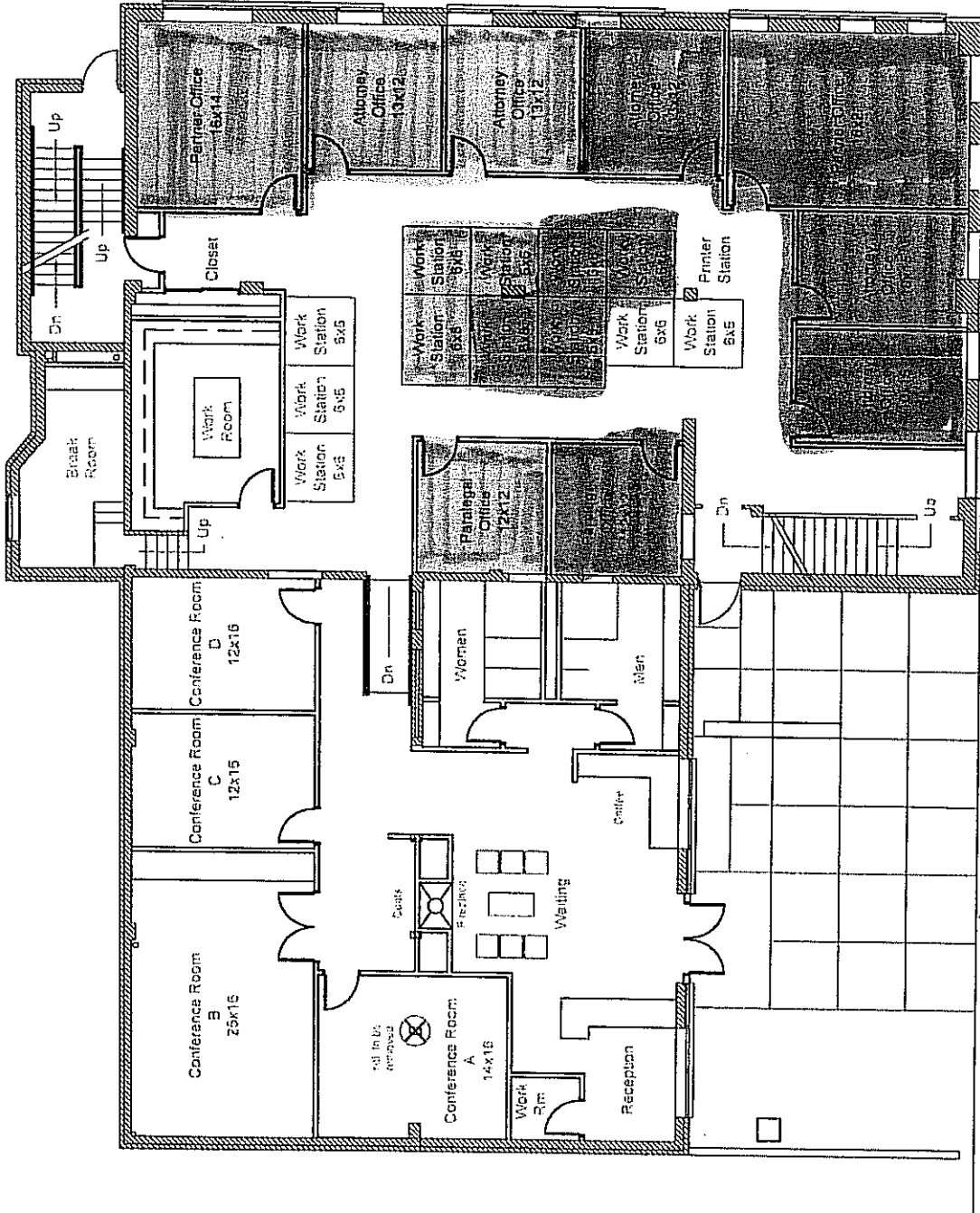
Suzanne Schweigert

Randall Balke

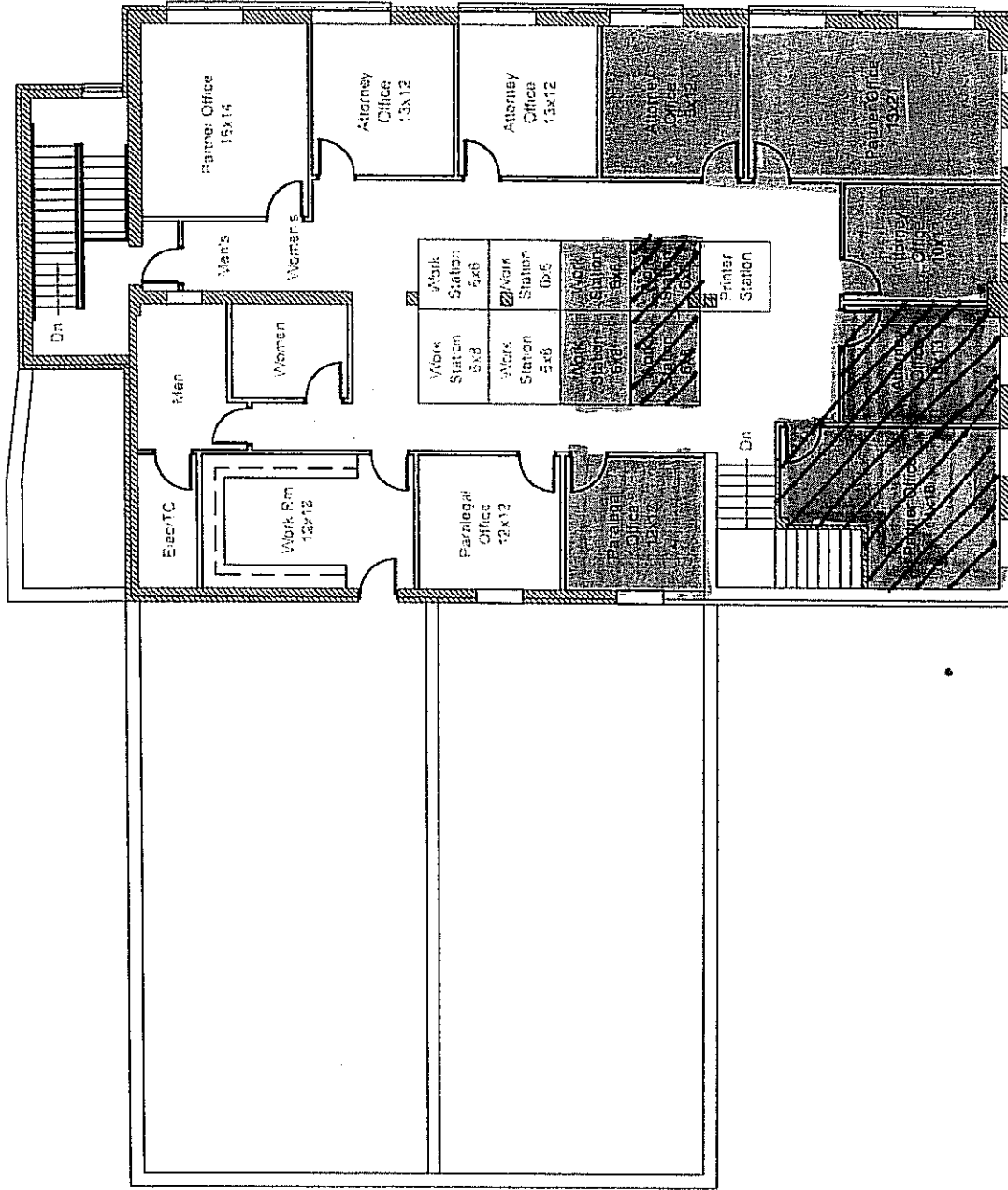
Scott Persborg

Sheldon Smith

Mitch Armstrong



- Suzanne Schweigert
- Randall Bakke
- Scott Persborg
- Sheldon Smith
- Mitch Armstrong



**BISMARCK RENAISSANCE ZONE AUTHORITY
STAFF REPORT**

BACKGROUND:

Title: Suzanne M. Schweigert, P.C.– Lease	
Status: Renaissance Zone Authority	Date: November 12, 2009
Street Address: 112 East Broadway Avenue	Legal Description: Lots 7-12, Block 60, Original Plat
Project Type: Lease	Renaissance Zone Block Number: Block Number 11
Applicant: Suzanne M. Schweigert, P.C.	Owner: MDU

Project Description:

Upon completion of the renovation for the above mentioned property by SRSSM Partnership, the applicant will be leasing office space for its legal practice with four other professional corporations. Each PC will occupy a designated space and will also have access to common work rooms and conference rooms.

PROJECT INFORMATION:

Parcel Size: 21,750 square feet	Building Floor Area: 10,692 square feet (1 st & 2 nd floors only)	Certificate of Good Standing: Received
Lease Area: 800 square feet	Estimated Property Tax Benefit: N/A	Estimated Income Tax Benefit: \$192,500 over 5 years

PROJECT REVIEW GUIDELINES:

High Priority Land Use: Yes – office/service	Targeted Area: Yes – vacant building	Public Space/Design: No
Capital Investment: N/A	New/Expanding Business: Yes – expanding business	Historic Property: No – non-contributing

FINDINGS:

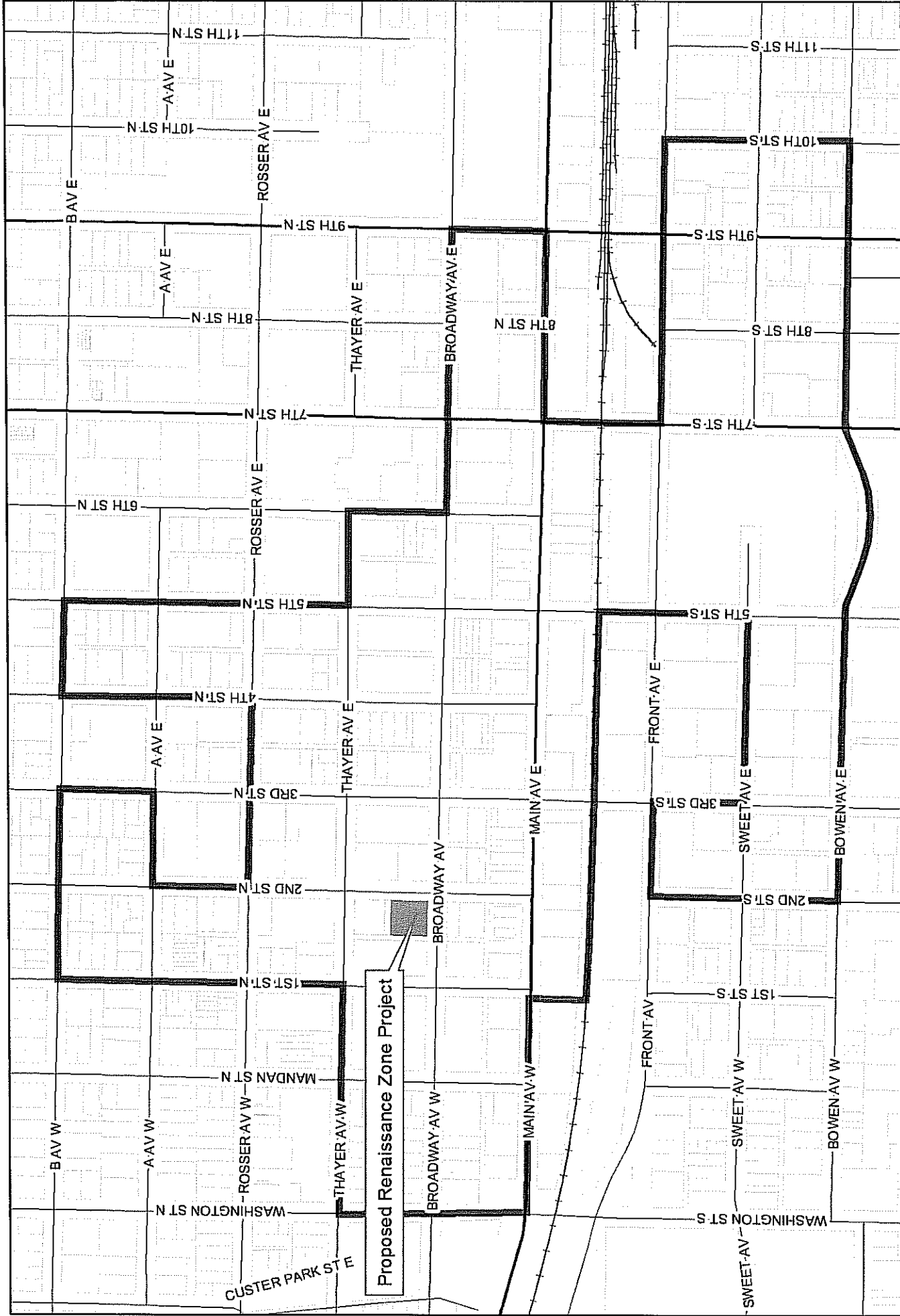
1. The proposed use is consistent with the City's Renaissance Zone Development Plan.
2. The lease is for an expanding business moving within the Zone. The professional corporation is an attorney's office expanding within the Renaissance Zone. Additionally the business sees benefits in being located near the courthouse, meeting areas, lodging, and restaurants for business entertaining.
3. The building is being rehabilitated as a separate Renaissance Zone project by SRSSM Partnership.
4. The professional corporation's expected date of occupancy is April 1, 2010.

RECOMMENDATION:

Based on the above findings, staff recommends approval of the designation of the lease of space in the building at 122 East Broadway Avenue by Suzanne M. Schweigert, P.C. as a Renaissance Zone project, with an exemption from state tax on income derived from the business and investment location for five years beginning with the date of completion.

Title: Suzanne M. Schweigert, P.C.		Project Type: Lease	
Current Valuation: N/A		Proposed Capital Investment: N/A	
MINIMUM CRITERIA:		Possible Points	Staff Rating
Proposals Involving a Commercial Lease (Tenancy, Not Ownership):			
1	Use consistent with the Renaissance Zone Development Plan Specific goals: A1, A3, B2, C1, D1, D2, & D3	20	20
2	New business, expanding business or continuation of lease	10	10
3	Within building rehabilitated as an approved Zone project or investment of at least \$10 per square foot in improvements	10	10
4	Subtotal	40	40
PROJECT REVIEW GUIDELINES - REQUIRED:			
1	High Priority Land Use <ul style="list-style-type: none"> Primary sector business Active commercial, specialty retail and/or destination commercial Mixed use development Residential units, including single or multi-family units 	15	15
2	Capital Investment <ul style="list-style-type: none"> Consideration for level of capital investment (either by owner or lessee) 	15	15
3	Targeted Area <ul style="list-style-type: none"> Parcels that have been vacant or underutilized for an extended period Parcels specifically targeted for clearance 	15	15
4	Relocation (vs. New or Expanding Business) <ul style="list-style-type: none"> Relocation from within the downtown area (may not be eligible) Relocation from a community outside Bismarck area (may not be eligible) Maintaining existing business in the downtown area or expanding business 	15	15
	Subtotal	60	60
	TOTAL	100	100
PROJECT REVIEW GUIDELINES – OPTIONAL:			
1	Public Space/Design <ul style="list-style-type: none"> Incorporation of civic or public spaces Demonstrated commitment to strengthen pedestrian connections Attention to streetscape amenities and landscaping Attention to design and visual appearance 	10	0
2	Historic Preservation and Renovation <ul style="list-style-type: none"> Within the downtown historic district Contributing or non-contributing Historic preservation component 	10	0
	Additional Optional Points	20	0
	TOTAL	120	100

Proposed Renaissance Zone Project - 122 East Broadway - Lease



RECEIVED

OCT 26 2009

RENAISSANCE ZONE PROJECT APPLICATION

APPLICANT INFORMATION:

Name: Suzanne M. Schweigert, P.C.

Phone Number: (701) 258-1

Mailing Address: P.O. Box 460, Bismarck, ND 58502-0460

PROJECT INFORMATION:

Street Address: 122 E. Broadway Avenue, Bismarck, ND

Current Owner: MDU

Legal Description of Property: See legal description attached.

Current Use of Property: Office

Parcel Size in Square Feet: See legal description attached.

Building Floor Area in Square Feet: 10,920 Square Feet

Type of Investment: ☐ purchase with major improvements ☐ rehabilitation ☒ lease ☐ new construction

Brief Project Description:

Upon completion of renovation of the above-described property by SRSSM Partnership, Suzanne M. Schweigert P.C. will be sharing office space with four other professional corporations. The projected occupancy date of its leased space is April, 2010. The five professional corporations will share rent based upon a formula subject to the number of staff each individual professional corporation has. No private investment will be put forth by Suzanne M. Schweigert, P.C. because rehabilitation is being conducted by SRSSM Partnership. However, the costs for the renovation will be divided equally amongst the five professional corporations. Suzanne M. Schweigert, P.C. believes that leasing office space in the downtown Renaissance Zone area for its legal practice is favorable as it is near the district courthouse and Federal Courthouse. Parking is plentiful and access to major streets throughout town as well as major highways is convenient. Further, access to hotels and dining provides ease and comfort for clients that often travel from out of town for appointments and trials.

Additional Information for Applicants:

- A Renaissance Zone Project must be approved by both the City and the State before the qualifying event occurs (purchase, rehabilitation, lease or new construction).
- Any material change to an approved Renaissance Zone Project, including changes to building materials, building elevations or site design, must be approved by the Renaissance Zone Authority.
- An approved Renaissance Zone Project not completed within 12 months of the anticipated completion date is subject to review by the Renaissance Zone Authority.

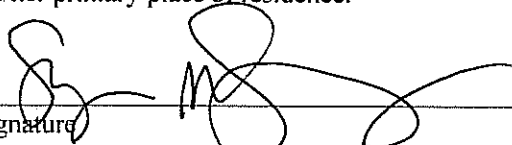
ATTACHMENTS:

The following information must also be submitted with the application:

- **For all projects -**
 - o Detailed project description including cost estimates, any impact of the project on historic properties, anticipated tenant mix, the current building valuation, and the estimated building valuation upon completion of project.
 - o Narrative discussing why the applicant wants to participate in the Renaissance Zone Program and what is expected from such participation.
 - o Description of how the project meets specific Renaissance Zone goals and objectives.
 - o An estimate of both the property tax benefit and the state income tax benefit to the applicant for five years (to demonstrate the impact of Zone incentives).
 - o A Certificate of Good Standing from the Office of the State Tax Commissioner (to show that the applicant is current on state taxes).
 - o Current photo(s) of property.
 - o Proposed building elevations, with exterior building material and color clearly indicated.
 - o Proposed site plan showing location of building and any streetscape/landscaping.
 - o A project time table, including the anticipated start and completion dates.
 - o Any additional information the applicant believes will help the Renaissance Zone Authority make a decision regarding the project.
- **For rehabilitation projects -**
 - o Documentation that the re-investment is no less than 50 percent of the current true and full value of the building and \$25 per square foot for commercial projects or no less than 20 percent of the current true and full value of the building and \$15 per square foot for single family homes.
- **For new construction projects -**
 - o Documentation that investment is at least \$75 per square foot.
- **For lease projects -**
 - o Documentation that lease is within a building rehabilitated as an approved Zone project or investment is at least \$10 per square foot.

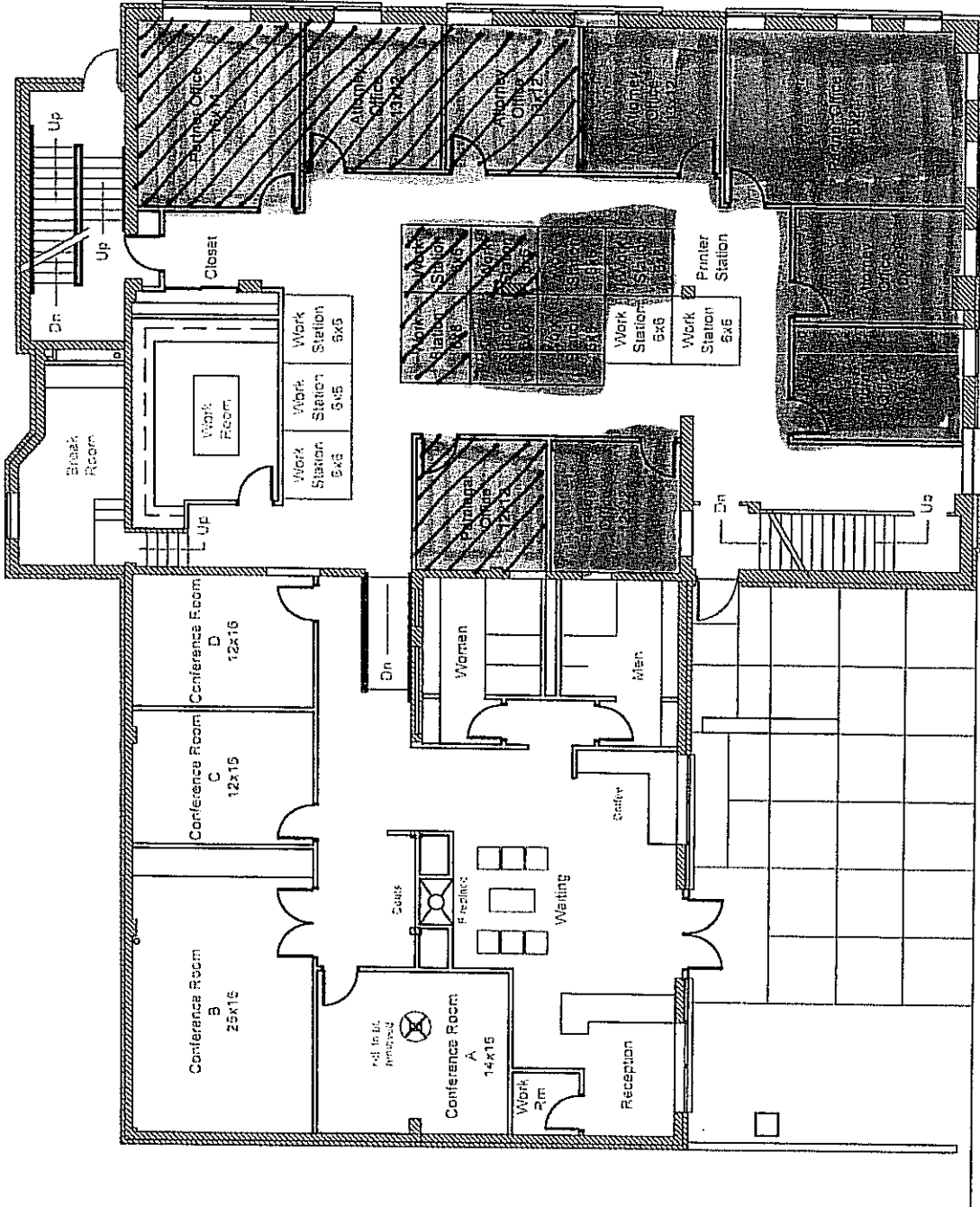
CERTIFICATION:

Applicant certifies that, to the best of his/her knowledge and belief, the information contained in the application and attached hereto is true and correct. If the project is a single-family residence, applicant also certifies that the property is his/her primary place of residence.

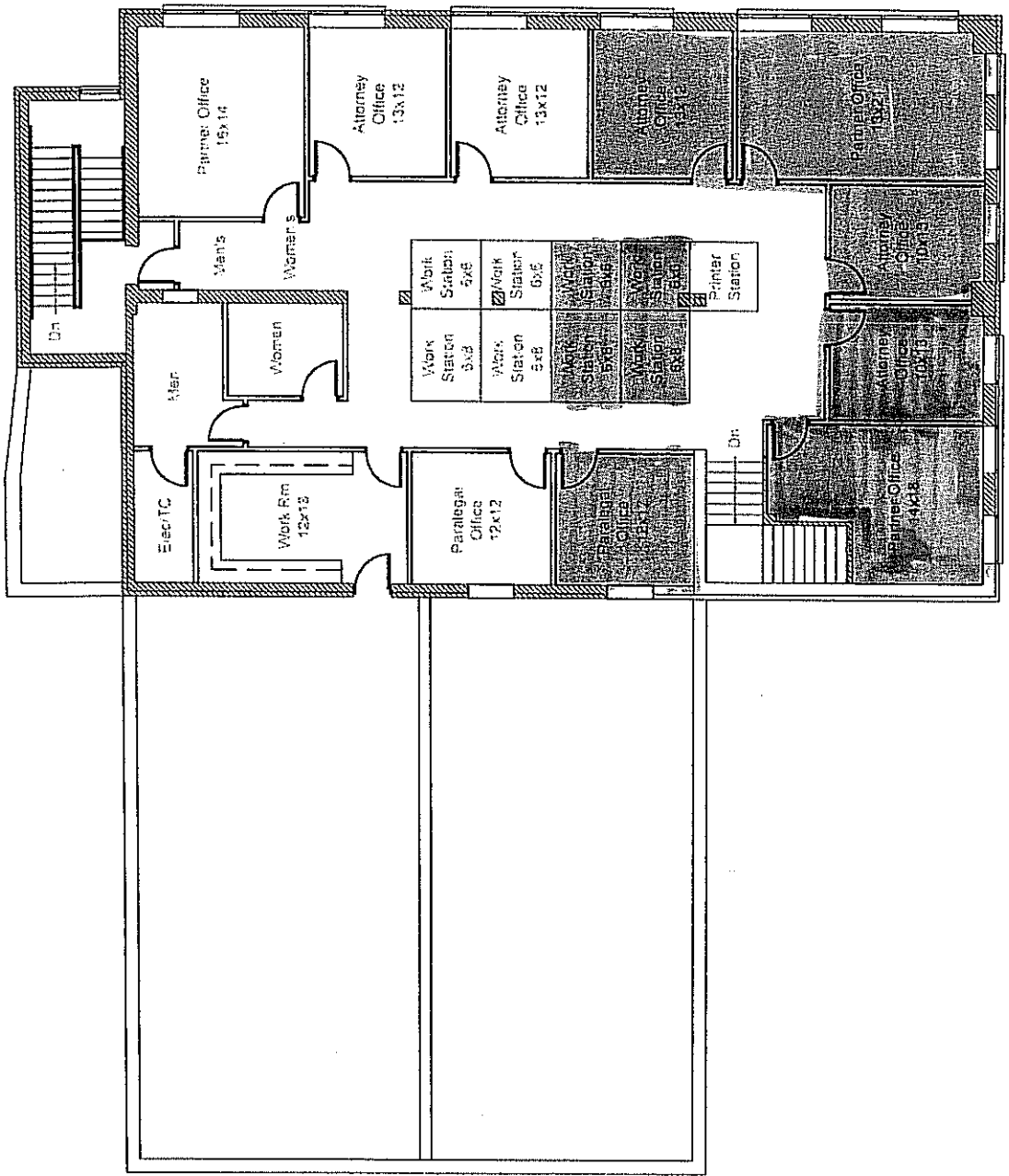

Signature

10/26/09
Date

Suzanne Schweigert
 Randall Balke
 Scott Forsberg
 Sheldon Smith
 Mitch Armstrong



Suzanne Schweigert
 Randall Bakke
 Scott Persborg
 Sheldon Smith
 Mitch Armstrong



Item 5

CORE Incentive Programs



Community Development Department

MEMORANDUM

TO: Chair Blackstead and Renaissance Zone Authority

FROM: Jason Tomanek, Planner *JT*

DATE: November 6, 2009

RE: CORE Incentive Programs

At the special Renaissance Zone Authority meeting on October 21, 2009, the Authority discussed the need to review the program guidelines for several of the CORE Incentive Programs. The current program guidelines for the Sidewalk Subsurface Infill, Technical Assistance Bank, Façade & Signage Assistance Grant, and Housing Incentive Grant programs are attached for your review prior to the discussion at the December meeting.

Below is an overview of some of the concerns staff has with the current program guidelines, which could serve as a starting point for the discussion:

Overall – The program guidelines differ greatly in format and should be updated for consistency of format and content. Suggested topics to include in each set of guidelines are purpose, eligibility criteria, grant amount/funding, cost estimates/multiple bid requirements, application and review process, completion of project, and reimbursement.

Sidewalk Subsurface Infill – No concerns.

Technical Assistance Bank – The process section should be updated to reflect what is being done in practice (allowing the applicant to select a design professional and having the program managed by the City rather than the Downtown Business Association).

Façade & Signage Incentive Grant – A definition for “façade” should be included (front only, any side fronting a street, any side visible from the street). For facades, the types of improvements and/or maintenance that could be funded should be better defined (tuck-pointing brick vs. caulking of precast panels, replacement of single-pane windows with double pane windows vs. replacing a window that was damaged, etc). For signage, we could consider requiring compliance with the CBD requirements for all signs being funded, not just those within the area defined as the CBD. The concept of funding new signs for subsequent tenants in the same space could also be addressed.

Housing Incentive Grant – The dollar amounts should be reviewed, as they may not be adequate for significant rehabilitation of multiple units or the creation of new units. Perhaps a maximum per unit and a maximum overall would better meet the purpose of the program.

Bismarck-Burleigh County Community Development Department

221 North 5th Street • PO Box 5503 • Bismarck, ND 58506-5503 • TDD: 711 • www.bismarck.org

SIDEWALK SUBSURFACE INFILL

Several blocks in downtown Bismarck are in need of repair due to the existence of hollow basements under the sidewalks that need to be filled and/or reinforced. The intent of this program is to incorporate the subsurface infill project as part of an overall improvement project to the property owner's building. Downtown standards for sidewalks will be incorporated into each project. Funds from the Tax Increment Fund (TIF) will be used for all work on the public right of way, including excavation, compaction, fill and new sidewalk. The property owner will be responsible for the internal wall and any work on the building structure. One Thousand dollars per linear foot will serve as a guide for the cost of each project.

Property owners seeking assistance under this program will seek three written bids from bonded and licensed contractors. Upon identifying the lowest bid, the property owner may apply to the Renaissance Zone Authority for approval of a project on their property. Once approved, the property owner may contract to have the work done. The City will remit payment to the contractor for the work completed on that part of the project. The property owner will pay for the remaining work.

TECHNICAL ASSISTANCE BANK

Purpose

The purpose of this matching program is to support developers, owners, and tenants with professional technical assistance during the preliminary phases of potential projects in the Tax Increment District of downtown Bismarck. Projects must support the goals of the Central Business District Plan (CBD Plan 1993) a comprehensive, community-oriented guide for the development of Downtown Bismarck and the Streetscape Guidelines for Downtown Bismarck (1995), any updates or revisions made the CORE, and the 2005 revised Zoning and Use Guidelines.

Time Frame

Program funding from the Tax Increment Fund (TIF) is based on the city's fiscal year or until appropriated funding is depleted. The Renaissance Zone Authority will make recommendations regarding funding for subsequent years to the City Commission for its approval.

Funding

Initial funding for this program will be \$100,000 from the TIF. Grant awards are discretionary and should not be considered an entitlement by the applicant.

Process

The program is available to current or potential building owners, tenants, developers or other entities interested in projects that will promote or improve the downtown in accordance with the Central Business District Plan.

- Downtown Business Association (DBA) will establish a pool of architects/engineers by soliciting letters of interest in participation from firms in the Bismarck/Mandan area.
- Parties interested in receiving help from the program will contact the DBA. Interested parties will complete a form briefly describing the requested services to be submitted to the Renaissance Zone Authority.
- The proposed project must incorporate the downtown streetscape standards.
- The project must be located within the TIF and must be in compliance with TIF requirements.
- Standard contract language will be used to copyright work and limit liability if the work is used by others.

- The DBA will contact the next firm on the list to determine availability and set up a meeting between the client, professional and a representative from the DBA. If a professional has already done work on the applicant's building, the rotation requirement may be waived.
- During the meeting, a scope of services and budget will be determined.
- Applications will be submitted to the Renaissance Zone Authority for recommendation to the City Commission.

The Renaissance Zone Authority will review applications on a first come, first serve basis dependent upon available funding. Recommendations regarding grants will be submitted to the City Commission for final approval.

All applicants will be apprised of the status of their applications by written communication from the Authority. Award recipients will receive a **Letter of Award** indicating the amount of grant funds awarded and any conditions deemed necessary by the City Commission. Applicants are required to return a signed copy of the letter to the City of Bismarck before funds will be committed to the project.

Grant Limits

The grant program covers façade design work and/or other services as delineated below as "other technical services". Each grant will require a match of funding by the applicant at the percentages listed below.

- Façade Improvement grant funds may be used to secure professional services to assist with the preliminary review and design of improvements to a building façade. The grant is limited to 30 hours of professional assistance, not to exceed \$2,100. Applicants will be responsible to provide a 25% match.
- Other technical services grant funds are limited to a total of 70 hours of professional service, not to exceed \$4,900. The applicant will pay 25% of the costs for the assistance. Services which may qualify for grant money include:
 - Feasibility studies
 - Preliminary Development Review Assistance
 - Preliminary building condition assessment studies – structural, mechanical, electrical, bacterial, etc.
 - Renovation vs. restoration opinions
 - Renovation for reuse studies
 - Site selection assistance
 - Preliminary cost estimates
 - Code analysis
 - Landscape Improvements
 - Graphic design

All work shall be preliminary in scope. Construction work is not eligible for Technical Assistance Bank funds. The fee structure and firm selection is for the Technical Assistance Bank only. At the end of the agreed scope of work the client may choose

to continue with the original firm to complete the project or may select another of their choosing. Fee structure and services may be renegotiated at that time.

Firm Selection

All firms with home offices in the Bismarck/Mandan area willing to provide services at the base rate of \$70/hour will be eligible for inclusion on the firm list. To be placed on the list, firms must respond to a solicitation requesting letters of interest. Firms on the list will be contacted consecutively. The order of the list shall be determined at the beginning of the program by random drawing. If the first selected firm is unable to provide the type of services requested at the time of selection, the next firm on the list will be contacted. The passed-over firm will remain on the list, but will be pulled from the remainder of the round. A client who is already working with a firm on the list may qualify for the grant funds if a waiver is granted by the Authority and continue to do so; however the firm will be pulled from the list for the remainder of the round.

Conflict of Interest Policy

The intent of the Technical Assistance Bank program is to provide assistance to those who would not normally have access to a professional design firm, or who, because of cost, are reluctant to obtain preliminary design assistance. Participating design firms are therefore ineligible to receive Technical Assistance Bank funds for projects in which the firms, firm owners, employees, or members of their immediate family have a financial or ownership interest. This stipulation is in effect for the duration of the Technical Assistance Bank assignment only and does not prohibit a participating professional's future financial involvement with the project.

Application: separate document.

Letter of Award: separate document.

FAÇADE & SIGNAGE INCENTIVE GRANT

Purpose

The purpose of this program is to promote and stimulate exterior maintenance of commercial buildings in order to enhance the overall appearance, quality and vitality of Downtown. Matching funds are granted for 50/50 reimbursement of expenses upon completion.

Time Frame

First-year funding for the grant program will be \$200,000 from Tax Increment Funds (TIF). Funds are available by application as outlined below. The Renaissance Zone Authority will make recommendations to the City Commission regarding funding for subsequent years.

Eligibility Criteria

- 1- Building must be in TIF District
- 2- Building must include commercial or retail business
- 3- Minimum private investment \$750.
- 4- Façade maximum grant amount \$25,000
 - a. Improvements to doors, windows, walls, cornices, stairs, porches, railings, etc.
- 5- Sign or awning maximum grant amount \$3,000
- 6- Maximum may include cost of professional design fees, unless a grant was received from the Technical Assistance Bank program for façade design services.
- 7- Grant awards are discretionary on case-by-case basis, not entitlements.
- 8- Must meet building codes and Uniform Sign Code.

Applicants may apply for assistance from the existing TIF program as an alternative to the façade grant.

If a project receives the maximum grant through this program for a project, funding for another project in the same building by the same owner will not be available for seven years. The seven year limit will also apply to the cumulative value of multiple smaller grant amounts.

Application Process

Point of Contact: Downtown Business Association. Submit written application to the Renaissance Zone Authority for project review and establishment of timeframe for the project. For phase projects a timeframe must be included with the application. Recommendations from committee are sent to the City Commission for final approval. Execute a Letter of Award to be signed and returned before matching funds are committed.

Payment Process

Subject to deadline set out in Letter of Award. Recipient pays vendors and submits receipts for matching reimbursement (50/50, dollar-for-dollar) upon completion and inspection.

Other documents

Application Form and Letter of Award

HOUSING INCENTIVE GRANT

Purpose

The purpose of the Housing Development Incentive Grant Program is to increase the residency rate and tax base in the downtown by encouraging the creation of new or substantially rehabilitated housing units within the Tax Increment District.

Time Frame

First-year TIF designated for grants applications would equal \$250,000. Funds are available by application as follows until depleted. Recommendations for subsequent TIF funding will be made by the Authority for approval by City Commission.

Eligibility Criteria

1. Must be located in TIF District
2. Types:
 - a. Conversion of non-residential space
 - b. Substantial rehab of existing housing, including flooring, cabinets, painting, etc.
 - c. Creation of new units that address the affordable housing goals of the urban renewal plan
3. Minimum investment \$20,000
4. Maximum grant \$70,000
5. Owner-occupied, or rental property, or property intended for sale
6. Must be completed 20 days before end of fiscal grant year
7. Grant awards are discretionary on a case-by-case basis, not entitlements.
8. Not available for projects tied to state or federal programs that require below market rents or sale prices.
9. Must meet building codes and city ordinances.

Full Grant

Applicant's investment of 20% of the investment up to the maximum of \$70,000

Application Procedure

Information and application for the funding from this program may be obtained from the Downtown Business Association. Applications will be submitted to the Authority with

recommendation forwarded to the City Commission for final approval. Receive Letter of Award to sign and return before funds are committed.

Payment Process

Recipient pays vendors and submits receipts for reimbursement.

Reimbursement will be made at the 50% completion and 100% completion of project, subject to site inspections.

Item 6

***Renaissance Zone Authority
Technical Advisor***

CORE Technical Assistance Bank

Architects

- **Al Fitterer Architect PC**
Al Fitterer
701.663.7543
- **Architectural Concepts Inc.**
Richard Bohrer
701.255.3057
- **J2 Studio Architecture and Design**
James Devine
701.255.1622
- **John C. Swanson Architecture and Planning**
John C. Swanson
701.258.7048
- **Joseph P. Larrivee Architects PC**
Joe Larrivee
701.223.7385
- **Leaf Design Studios**
David L. Nelson
701.258.7094
- **Ritterbush-Ellig-Hulsing**
William Ellig
701.223.7780
- **Ubl Design Group**
Jeff Ubl
701.426.2544

Engineers

- **CW Structural Engineers Inc.**
Chris Wentz
701.221.3286
- **EAPC Architects and Engineers**
Jim Tyler
701.258.3116
- **Kadrmaz, Lee & Jackson Inc.**
Brian Eiseman
701.355.8400
- **Prairie Engineering PC**
Gregory R. Dockter
701.258.3492
- **Swenson, Hagen & Co.**
Lon Romsaas
701.223.2600

RENAISSANCE ZONE AUTHORITY
PROJECT STATUS

Project	Applicant	Street Address	Project Type	RZA Hearing	Commission Approval	State Approval	Beginning Building Market Value	Proposed Investment	Estimated Building Value without Investment	Estimated Property Tax Benefit	Estimated State Income Tax Benefit	Completion Date	Actual Investment	2008 Building Market Value	Jobs Credited FTE
01-B	Georgia T. Duemeland Revocable Trust	301 East Thayer Avenue	Purchase w/Major	12/16/02	12/17/02	01/02/03	\$77,000	\$44,366	\$150,000	\$18,095	\$5,850	12/01/03	\$66,387	\$185,900	0
02-B	Dakota Building Partnership	501 East Main Avenue	Purchase - Land	01/06/03	01/07/03	02/26/03	\$444,200	\$300,000	\$540,000	\$32,023	\$7,500	01/31/07	\$284,195	\$693,300	0
03-B	Civic Square Development LLC	521 East Main Avenue	Purchase w/Major	02/07/03	02/11/03	04/21/03	\$500	\$900,000	\$500,000	\$61,000	\$2,500	12/31/07	\$818,111	\$1,026,400	0
04-B	Duemelands Commercial LLP	301 East Thayer Avenue	Lease	07/14/03	07/22/03	08/25/03	N/A	N/A	N/A	N/A	\$609	12/01/03	N/A	N/A	2
05-B	John & Barbara Grinsteiner	200 North Main Street	Purchase	10/07/03	10/14/03	10/16/03	\$43,300	\$5,000	\$77,500	\$5,550	\$2,000	10/17/03	N/A	\$105,300	2
06-B	Woodmaier's	114 North 4th Street	Rehab/Historic	10/30/03	11/15/03	11/21/03	\$48,800	\$125,000	\$120,000	\$15,500	\$25,000	01/28/05	\$129,333	\$123,900	1
07-B	Bersich Properties LLC	207 East Front Avenue	Rehab	11/19/03	11/25/03	12/03/03	\$371,200	\$601,800	\$1,455,000	\$186,375	\$8,200	01/19/05	\$734,707	\$2,673,100	0
08-B	Northland Financial	207 East Front Avenue	Lease	11/19/03	11/25/03	12/03/03	N/A	N/A	N/A	N/A	\$118,000	09/16/04	N/A	N/A	14.25
09-B	Bersich Properties LLC	218 South 3rd Street	Rehab	11/19/03	11/25/03	12/03/03	\$142,300	\$328,150	\$840,000	\$107,600	\$3,000	01/20/05	\$378,013	\$696,800	20
10-B	Lee Enterprises Inc.	707 East Front Avenue	Rehab	12/15/03	12/18/03	12/28/03	\$2,508,200	\$2,255,824	\$4,408,200	\$550,000	\$1,246,000	10/26/05	\$2,400,776	\$4,881,400	7.5
11-B	PJCM Partners, LLP	601/607 East Front Avenue	Rehab	03/03/04	03/23/04	03/28/04	\$151,300	\$298,840	\$420,000	\$52,795	\$2,700	08/30/05	\$408,846	\$535,400	3
12-B	Mark Gartner	302 East Thayer Avenue	Rehab	05/25/04	05/25/04	06/04/04	\$49,800	\$65,000	\$125,000	\$15,715	\$4,700	12/06/05	\$103,455	\$139,200	2.5
13-B	AW Enterprises	218 North 2nd Street	Rehab	08/10/04	08/10/04	08/18/04	\$173,500	\$208,814	\$275,000	\$34,573	\$12,500	06/22/05	\$263,473	\$319,500	1
14-B	Dany's Rosemary & Clarence Snyder	225 West Broadway Avenue	Purchase	02/07/05	02/09/05	02/16/05	\$178,000	\$69,550	\$182,500	\$21,470	\$1,750	12/28/07	\$70,002	\$242,100	0
15-B	J & L Development, Inc.	324 North 3rd Street	Rehab	11/15/04	12/14/04	02/18/05	\$560,000	\$750,000	\$900,000	\$113,500	\$15,000	08/15/06	\$809,396	\$720,800	8
16-B	Pirague Gallo, Inc.	121 North 4th Street	Lease	03/02/05	03/09/05	03/22/05	N/A	\$128,000	N/A	N/A	\$3,500	08/24/05	N/A	N/A	8
17-B	Zardella Jewelry Inc.	221 South 8th Street	New Construction	08/20/04	03/05/05	03/22/05	\$20,100	\$200,000	\$200,000	\$25,000	\$4,000	07/30/05	\$181,888	\$203,400	6
18-B	Susan & Ed Stroh-Pelals & More	122 East Rosser Avenue	Rehab	06/25/05	06/14/05	08/21/05	\$120,300	\$64,675	\$130,000	\$16,900	\$5,800				
19-B	CCC Properties, LLP	310 South 5th Street	Purchase	08/25/05	09/13/05	09/21/05	\$410,400	\$168,000	\$450,000	\$59,500	\$10,500	07/01/06	\$288,372	\$464,800	0
20-B	Bank Center First	320 North 4th Street	Rehab	09/21/05	09/27/05	10/04/05	\$809,500	\$3,100,000	\$2,000,000	\$254,768	\$250,000	06/01/09	\$2,301,478		
21-B	Foot Care Associates PC	310 South 5th Street	Lease	01/12/06	01/24/06	02/03/05	N/A	N/A	N/A	N/A	\$1,000	04/01/06	N/A	N/A	3.5
22-B	Deliyne, Inc. (Bakke & Rolier)	310 South 5th Street	Lease	01/12/06	01/24/06	02/03/05	N/A	N/A	N/A	N/A	\$10,500	03/13/06	N/A	N/A	12
23-B	Duemelands Properties, LLP	302 South 3rd Street	Purchase	01/12/06	02/14/06	02/16/06	\$312,700	\$190,900	\$345,000	\$44,840	\$4,500	12/01/06	\$227,295	\$166,900	0
24-B	Duemelands Properties, LLP	312 South 3rd Street	New Construction	01/12/06	02/14/06	02/16/06	N/A	\$215,223	\$250,000	\$32,500	\$4,100	12/01/06	\$233,855	\$393,700	0
25-B	Mikochis Media, LLC	208 North 4th Street	Purchase	01/12/06	02/14/06	02/16/06	\$247,000	\$71,612	\$320,000	\$41,600	\$1,000	12/27/07	\$91,672	\$274,600	0
26-B	River Q, LLC	312 South 3rd Street	Lease	04/13/06	04/25/06	05/05/06	N/A	N/A	N/A	N/A	\$25,000	12/04/09	N/A	N/A	21
27-B	Gann Group LLC	412 East Main Avenue	Rehab	05/23/06	05/23/06	05/30/06	\$47,800	\$40,000	\$75,000	\$5,980	\$6,500	10/20/06	\$50,282	\$70,300	0
28-B	Headland Mortgage Company	412 East Main Avenue	Lease	05/23/06	05/23/06	05/30/06	N/A	N/A	N/A	N/A	\$10,500	07/01/06	N/A	N/A	4
29-B	Bismarck MSA dba Verizon Wireless	302 South 3rd Street	Lease	07/24/06	07/25/06	09/02/06	N/A	\$100,000	N/A	N/A	\$172,000	09/14/06	N/A	N/A	6
30-B	Main Avenue Properties, LLC	122 East Main Avenue	New Construction	10/09/06	10/10/06	12/05/06	N/A	\$3,020,590	\$3,200,000	\$370,000	\$15,000	12/17/07	\$2,370,152	\$2,346,500	0
31-B	Dakota Office Building, LLC	300 North 4th Street	Purchase	02/05/07	02/13/07	02/20/07	\$1,065,800	\$250,000	\$1,400,000	\$69,000	\$25,000	01/30/09	\$407,003	\$1,218,500	0
32-B	American Legal Services PC	521 East Main Avenue	Lease	04/02/07	04/10/07	04/19/07	N/A	N/A	N/A	N/A	\$10,000	08/01/07	N/A	N/A	5
33-B	Internet Design & Consulting	521 East Main Avenue	Lease	04/02/07	04/10/07	04/24/07	N/A	N/A	N/A	N/A	\$10,000	08/01/07	N/A	N/A	1
34-B	Larsen Luthann Haudtlo LLP	521 East Main Avenue	Lease	05/14/07	05/22/07	06/04/07	N/A	N/A	N/A	N/A	\$60,000	07/01/07	N/A	N/A	6
35-B	Retirement Consulting LLC	521 East Main Avenue	Lease	05/14/07	05/22/07	06/04/07	N/A	N/A	N/A	N/A	\$12,500	07/01/07	N/A	N/A	2
36-B	Jason Krichmeyer & Associates	501 East Main Avenue	Lease	06/20/07	06/26/07	07/11/07	N/A	N/A	N/A	N/A	\$30,000	09/01/07	N/A	N/A	1

RENAISSANCE ZONE AUTHORITY
PROJECT STATUS

37-B	Roger Koski & Associates	501 East Main Avenue	Lease	09/20/07	09/26/07	07/11/07	N/A	N/A	N/A	N/A	\$30,000	08/01/07	N/A	1	
38-B	Melvie Financial Planning	501 East Main Avenue	Lease	06/20/07	06/26/07	07/11/07	N/A	N/A	N/A	N/A	\$35,000	06/01/07	N/A	2	
39-B	Westgard Financial Services	501 East Main Avenue	Lease	06/20/07	06/26/07	07/11/07	N/A	N/A	N/A	N/A	\$30,000	06/01/07	N/A	1	
40-B	Ruhmacker Gueto Ventures, LLC	116 North 5th Street	Purchase w/ Major	09/04/07	09/11/07	10/30/07	\$166,800	\$137,500	\$300,000	\$21,000	\$5,400	05/21/08	\$142,050	\$334,000	4
41-B	The Rehmacker Group, Inc.	116 North 5th Street	Lease	11/14/07	12/18/07	12/27/07	N/A	N/A	N/A	N/A	\$530,000	06/12/08	N/A	4	
42-B	Capital Holdings, LLC/Roger Zink	402 East Main Avenue	Rehab	12/05/07	12/16/07	12/27/07	\$270,000	\$300,110	\$500,000	\$50,000	\$5,000				
43-B	Kinsleyco, Inc.	402 East Main Avenue	Lease	12/05/07	12/16/07	12/27/07	N/A	N/A	N/A	N/A	\$50,000				
44-B	Rick & Theresa Kalmela	413 East Broadway	Rehab	11/14/07	12/16/07	01/11/08	\$184,400	\$136,636	\$263,500	\$28,000	\$28,000	10/01/09	\$176,665	\$283,500	1
45-B	Continental Plaza, LLC	116 North 4th Street	Purchase	12/05/07	12/16/07	01/22/08	\$803,100	\$236,000	\$1,047,600	\$25,000	\$25,000	01/28/09	\$167,694	\$826,400	
46-B	Wootley's Inc.	423 East Broadway	Lease	02/21/08	03/11/08	03/16/08	N/A	N/A	N/A	N/A	\$28,000	07/14/08	N/A		1
47-B	Dopet Associates	401 East Main Avenue	Rehab	04/16/08	05/13/08	05/28/08	\$372,300	\$200,000	\$600,000	\$50,000	\$5,000	07/01/09	\$243,344		
48-B	FV Restaurant, Inc.	401/411 East Main Avenue	Lease	04/16/08	05/13/08	05/28/08	N/A	N/A	N/A	N/A	\$150,000	06/27/08	N/A		
49-B	T. Casey Cushman	523 North 1st Street	Rehab	05/12/08	05/27/08	06/12/08	\$103,100	\$25,000	\$130,000	\$10,000	\$5,000	12/15/09	\$23,375	\$116,500	0
50-B	Stanton Financial	333 North 4th Street	Rehab	05/12/08	05/27/08	06/12/08	\$1,154,800	\$2,500,000	\$2,054,600	\$270,000	\$550,000				
51-B	David Bliss, LLC	521 East Main Avenue	Lease	10/09/08	10/22/08	WITHDRAWN	N/A	N/A	N/A	N/A	\$30,000	WITHDRAWN	WITHDRAWN	WITHDRAWN	
52-B	Mark Benesh & Associates/Prudential	521 East Main Avenue	Lease	10/09/08	10/22/08	11/04/09	N/A	N/A	N/A	N/A	\$15,000	04/01/09	N/A		
53-B	CIG Investments, LLP	408 East Main Avenue	Rehab	03/11/09	03/24/09	04/21/09	\$80,700	\$258,720	\$420,000	\$22,030	\$20,975				
54-B	Megh-Touch Carpet & Furniture Inc.	800 East Sweet Avenue	Rehab/New Const.	05/13/09	05/28/09	06/03/09	\$576,100	\$2,145,500	\$1,900,000	\$68,000	\$485,000				
55-B	Blarney Stone Pub, LLC	408 East Main Avenue	Lease	06/10/09	06/23/09	07/07/09	N/A	N/A	N/A	N/A	\$30,000				
56-B	Cavaller Homes, Inc.	408 East Main Avenue	Lease	06/10/09	06/23/09	07/07/09	N/A	N/A	N/A	N/A	\$153,665				
57-B	Jim Poolman Consulting, Inc.	408 East Main Avenue	Lease	06/10/09	06/23/09	07/07/09	N/A	N/A	N/A	N/A	\$50,000				
58-B	TFRE, LLC	120/124 North 4th Street	Purchase w/ Major	06/10/09	06/23/09	06/25/09	\$231,100	\$245,284	\$350,000	\$30,000	\$15,000				
59-B	Boardwalk on Broadway	100 West Broadway	Rehabilitation	06/12/09	06/25/09	09/11/09	\$514,200	\$709,964	\$738,200	\$130,356	\$176,741				
60-B	SRSSM Partnership	122 East Broadway	Purchase w/ Major	10/14/09	10/27/09		\$437,880	\$727,000	\$843,500	\$54,080	\$643,500				
61-B	Sheldon A. Smith, P.C.	122 East Broadway	Lease	11/12/2009											
62-B	Randall J. Bakke, P.C.	122 East Broadway	Lease	11/12/2009											
63-B	Scott K. Forsborg, P.C.	122 East Broadway	Lease	11/12/2009											
64-B	Michael D. Armstrong, P.C.	122 East Broadway	Lease	11/12/2009											
65-B	Suzanne K. Schweigert, P.C.	122 East Broadway	Lease	11/12/2009											
				TOTALS			\$12,645,080	\$20,186,868	\$27,267,100	\$2,886,762	\$4,579,090		\$13,082,338	\$19,128,700	151.75

**CORE INCENTIVE PROGRAMS
PROJECT STATUS**

CORE Project	Applicant	Street Address	Project Type	RZA Hearing	Commission Approval	Total Project Cost	Approved Grant Amount	Completion Date	Sidewalk Subsurface Infill	Technical Assistant Bank	Facade & Signage Incentive	Housing Incentive	Total Payments To Date
01-07	Red Wing Shoes	528 East Broadway Avenue	Signage	05/14/07	05/22/07	\$8,189.34	\$3,000.00	11/19/07			\$3,000.00		\$3,000.00
02-07	LeRoy Walker	118 North 4th Street	Subsurface Infill	05/14/07	05/22/07	\$3,300.00	\$2,800.00	06/30/07	\$2,800.00				\$2,800.00
03-07	LeRoy Walker	118 North 4th Street	Technical Assistance	07/17/07	08/14/07	\$2,100.00	\$1,575.00	09/17/07		\$771.38			\$771.38
04-07	Janet Pinks	207 East Avenue B	Housing Incentive	07/17/07	08/14/07	\$23,874.00	\$5,000.00					\$4,439.60	\$4,439.60
			Technical Assistance	07/17/07	08/14/07	\$2,100.00	\$1,575.00	01/29/08		\$1,055.62			\$1,055.62
			Housing Incentive	03/11/09	03/24/09	\$90,487.14	\$13,657.83	02/28/09				\$13,657.83	\$13,657.83
05-07	Kevin Homeman	408 East Main Avenue	Technical Assistance	07/17/07	08/14/07	\$2,100.00	\$1,575.00	01/23/08		\$1,575.00			\$1,575.00
06-07	Kevin Homeman	410 East Main Avenue	Technical Assistance	07/17/07	08/14/07	\$2,100.00	\$1,575.00	01/23/08		\$1,575.00			\$1,575.00
07-07	Greg Bavendick	301 East Broadway Avenue	Technical Assistance	08/27/07	09/11/07		\$1,575.00						
08-07	Pride Wilton Inc.	112 North 5th Street	Facade	08/27/07	09/11/07	\$44,197.00	\$22,088.50	11/29/07			\$22,088.50		\$22,088.50
09-07	Brady, Martz & Associates, PC	207 East Broadway Avenue	Signage	08/27/07	09/11/07	\$6,112.00	\$3,056.00	03/05/08			\$3,056.00		\$3,056.00
10-07	LeRoy Walker	118 North 5th Street	Facade	08/27/07	09/11/07	\$25,000.00	\$12,500.00	06/17/08			\$10,832.14		\$10,832.14
11-07	Kevin Homeman	408 East Main Avenue	Facade	08/27/07	09/11/07	\$71,500.00	\$25,000.00	09/17/08			\$25,000.00		\$25,000.00
12-07	Michael Woods	410 East Main Avenue	Facade	08/27/07	09/11/07	\$71,500.00	\$25,000.00	12/22/08			\$25,000.00		\$25,000.00
13-07	Rainmaker Gusto Ventures, LLC	116 North 5th Street	Housing Incentive	08/27/07	09/11/07	\$63,500.00	\$12,700.00	01/20/09				\$11,430.91	\$11,430.91
14-08	Turitto's Dry Cleaners	1131 East Main Avenue	Facade	04/18/08	05/13/08	\$5,256.00	\$2,628.00	10/01/08			\$2,628.00		\$2,628.00
15-08	Magie Photo Art	120 North 5th Street	Signage	05/12/08	05/27/08	\$5,170.15	\$2,735.08	09/30/08			\$2,735.08		\$2,735.08
16-08	Fowler Photography	120 North 5th Street	Signage	05/12/08	05/27/08	\$1,344.02	\$672.01	07/30/08			\$672.01		\$672.01
17-08	Mr. Delicious/Aaron Bank	307 North 3rd Street	Signage	06/23/08	07/08/08	\$10,415.00	\$3,000.00	01/30/09			\$3,000.00		\$3,000.00
18-08	Rainmaker Gusto Ventures, LLC	116 North 5th Street	Technical Assistance	06/23/08	07/22/08		\$1,575.00						
19-08	Robert Knutson Photography	405 East Sweet Avenue	Technical Assistance	07/09/08	07/22/08	\$2,310.00	\$1,575.00	12/17/08		\$1,575.00			\$1,575.00
20-08	The Window & Door Store	410 East Main Avenue	Signage	08/13/08	08/27/08	\$6,742.34	\$3,000.00	12/22/08			\$3,000.00		\$3,000.00
21-08	Tyre Mart	704 East Bowen Avenue	Signage	09/10/08	09/23/08	\$5,098.16	\$3,000.00	10/09/08			\$3,000.00		\$3,000.00
22-08	Robert Knutson Photography	405 East Sweet Avenue	Facade	11/12/08	11/25/08		\$25,000.00						
23-08	Robert Knutson Photography	405 East Sweet Avenue	Signage	11/12/08	11/25/08		\$3,000.00						
24-08	AC/IND Bankers Association	122 East Main Avenue	Signage	11/12/08	11/25/08		\$3,000.00						
25-08	Magi-Touch Carpet & Furniture Inc.	800 East Sweet Avenue	Technical Assistance	02/11/09	02/24/09	\$4,200.00	\$1,575.00	09/22/09					\$1,575.00
26-08	Gossel Enterprises/Taco John's	320 South 3rd Street	Facade	02/11/09	03/24/09	\$51,923.53	\$25,000.00	08/20/09			\$3,000.00		\$3,000.00
27-08	Gossel Enterprises/Taco John's	320 South 3rd Street	Signage	02/11/09	03/24/09	\$8,840.00	\$25,000.00	08/20/09			\$25,000.00		\$25,000.00
28-09	Rolf Eggers	214 & 218 East Main Avenue	Facade	02/11/09	03/24/09	\$7,150.00	\$3,575.00	09/18/09			\$7,150.00		\$7,150.00

**CORE INCENTIVE PROGRAMS
PROJECT STATUS**

29-09	ADLOC Inc./Warren's Locks & Keys	214 East Main Avenue	Signage	02/11/08	03/24/09	\$1,215.00	\$607.50	05/04/09			\$532.50		\$532.50
30-09	A&B Pizza South	311 South 7th Street	Technical Assistance	4/8/2009	4/28/2009		\$1,575.00						
31-09	Broadway Floral of Hearts	411 East Broadway Avenue	Signage	5/13/2009	5/26/2009	\$4,845.49	\$2,422.85	07/09/09			\$2,422.85		\$2,422.85
32-09	Magi-Touch Carpet & Furniture, Inc.	800 East Sweet Avenue	Facade	5/13/2009	5/26/2009		\$25,000.00						
33-09	DoCo Group	114 North 3rd Street	Technical Assistance	7/6/2009	WITHDRAWN	WITHDRAWN	WITHDRAWN	WITHDRAWN	WITHDRAWN	WITHDRAWN	WITHDRAWN	WITHDRAWN	WITHDRAWN
34-09	Starlon Financial	333 North 4th Street	Signage	10/14/2009	10/27/2009								
35-09	SRSSM Partnership	122 East Broadway	Facade	11/12/2009									
36-09	SRSSM Partnership	122 East Broadway	Signage	11/12/2009									
	Totals					\$531,580.17	\$266,627.87		\$2,800.00	\$6,552.00	\$142,127.18	\$29,528.34	\$182,582.52